MINUTES OF CAMBRIDGE SCHOOL COMMITTEE
CAMBRIDGE, MASSACHUSETTS

JANUARY 6, 1964--DECEMBER 21, 1965

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Francis H. Dunkley

SCHOOL COMMITTEE
(Official Report)

Monday, January 6, 1964

First Regular Meeting:

Called for the purpose of organization in accordance with Chap. 43, Sec. 32 of the General Laws.

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Olesen, Mr. McMahon and Mr. Solomons.

The City Council having failed to elect a Mayor at the time the meeting was called to order, it was unanimously voted that Mr. Solomons serve as temporary chairman.

Bishop James A. Ford of St. Augustine's Church, Cambridge, offered the Invocation.

City Clerk Thomas M. McNamara administered the oath of office to the elected school committee members, Mrs. Barbara Ackermann, Mr. Francis Duehay, Mr. George F. Olesen, Jr., Mr. Edward M. McMahon and Mr. Gustave M. Solomons.

Mrs. Ackermann nominated Gustave M. Solomons as Vice-Chairman.

Mr. Olesen moved to recess until such time as the City Council elects a Mayor. On the following roll-call the motion to recess failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay and Mr. Solomons voting "Nay;" Mr. Fitzgerald "Absent."

Mr. Olesen asked that the roll be called for the purpose of determining whether there was a quorum present: The following members responded to the roll-call: Mrs. Ackermann, Mr. Duehay and Mr. Solomons "Present;" Mr. McMahon, Mr. Olesen and Mr. Fitzgerald "Absent."

The chair instructed the secretary to notify all members that the committee would assemble at Baker Memorial-Mass. General Hospital at 4 p.m., for the purpose of administering the oath of office to James F. Fitzgerald, who is confined to the hospital because of illness.

There being no quorum, the chairman ordered the meeting adjourned.

Rev. Edmond Charest of Blessed Sacrement Church offered Benediction.

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, January 21, 1964

Regular Meeting:

The City Council having elected Edward A. Crane as Mayor, the Mayor as Chairman ex-officio of the School Committee, called this meeting of the School Committee for the purpose of completing Organization and any other matter that may properly come before the committee.

Members present: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

The chairman stated the first order of business was election of a Vice-Chairman and adoption of rules for the purpose of completing Organization.

Mr. McMahon nominated James F. Fitzgerald as Vice-Chairman.

Mrs. Ackermann nominated Gustave M. Solomons as Vice-Chairman.

The chairman ordered the roll called for the purpose of electing a Vice-Chairman and the following roll-call resulted:

Mrs. Ackermann voted for Mr. Solomons, Mr. Duehay voted for Mr. Solomons, Mr. Fitzgerald "Absent;" Mr. McMahon voted for Mr. Fitzgerald, Mr. Olesen voted for Mr. Fitzgerald, Mr. Solomons voted for Mr. Solomons and Mayor Crane voted for Mr. Solomons. Prior to announcing the vote Mr. McMahon and Mr. Olesen requested that their votes be changed to Mr. Solomons. The chair then announced that Mr. Gustave M. Solomons has been unanimously elected Vice-Chairman of the School Committee for the term 1964-1965.

Mr. Solomons thanked the committee for their confidence and for the honor which they have bestowed upon him.

Mr. Duehay moved that the rules in effect and force in 1963 be adopted as the rules of the School Committee for the term 1964-1965 subject to amendment in accordance with the rules. Mr. Olesen moved to amend by striking out the words "that the rules in effect and force in 1963 be adopted as the rules of the School Committee for the term 1964-1965" and substituting therefore the words "that Roberts' Rules of Order Revised" shall govern the actions of the School Committee." On the following roll-call Mr. Olesen's amendment failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay;" Mr. Fitzgerald "Absent." It was then voted to adopt Mr. Duehay's motion "that the rules in effect and force in 1963 be adopted as the rules of the School Committee for the term 1964-1965 subject to amendment in accordance with the rules."

It was voted to make part of the minutes the following communication from the City Council:

CITY OF CAMBRIDGE
— IN CITY COUNCIL —

December 30, 1963

WHEREAS:

To most Americans "Uncle Sam," the old gentleman in the striped pants and the Congress gaiters stands for the United States, and

WHEREAS:

"Uncle Sam" has represented the United States at home and throughout the world for well over one hundred fifty years and today represents this Nation which has achieved a position of power without parallel in history, and

WHEREAS:

In public service, "Uncle Sam" is the leader of the free world and millions depend upon him for aid and inspiration, and

WHEREAS:

Few Americans realize that this nickname for the United States Government had its origin in a real man, and

WHEREAS:

"Uncle Sam" was born Samuel Wilson on September 13, 1766 in Menotemy, part of Colonial Cambridge, later West Cambridge and now Arlington; and on the Wilson family property, his birthplace was located in the triangle formed by Massachusetts Avenue, Mystic Street and Russell Street, now Arlington and bisected by the little-used line of the Boston and Maine Railroad, and

WHEREAS:

The name of "Uncle Sam" originated in Troy, New York where Sam Wilson as a member of the meat packing firm of H. & B. Wilson was busily engaged as a provisioner to the Northern New York American Forces during the War of 1812 Campaign against the British ports along the northern shore of Lake Ontario, and

WHEREAS:

The name of "Uncle Sam" as the patron saint of our Republic was first given to Sam Wilson by Jonas W. Gleason, a friendly and jovial Irishman who was "boss butcher" and foreman of the Wilson firm and foreman of the Troy "Hook & Ladder" Company and also a town worthy called upon to make 4th of July addresses, and

WHEREAS:

These historical facts have been made known to your City Councillor by her son, David S. Wise, a teacher of American History at the Gloucester, Mass. Public High School, therefore be it

RESOLVED:

By this Honorable Body that His Honor the Mayor and the City Manager, in cooperation with the Superintendent of Schools arrange with the authorities of our daughter town of Arlington for appropriate recognition of our native son, Samuel Wilson, "Uncle Sam" and make provision for a plaque or marker to be placed on the site of the birthplace of Samuel Wilson and to make provision for suitable exercises in order to acquaint the school children of Cambridge and Arlington and all our citizens of our honorable and common heritage, and be it further

RESOLVED:

That copies of this Resolution be sent to His Excellency, the Governor of the Commonwealth, the Board of Selectmen and the School Committee of the Town of Arlington, the school children of the City of Cambridge, the Cambridge and Arlington Historical Societies requesting their participation in public ceremonies on the anniversary date of the birth of Samuel Wilson, "Uncle Sam," next September 13, 1964, and be it further

ORDERED:

That the City Manager be and hereby is directed to request the School Committee to consider the publication and distribution of a sufficient number of copies to all the school children in Cambridge.

In City Council December 30, 1963
Adopted by the affirmative vote
of 7 members

Attest: Thomas M. McNamara, City Clerk
A true copy,

Attest;

City Clerk

Introduced by Councillor Wise

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The chairman ordered laid on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY D. C. HEATH & CO.

The Reading Caravan Series:
- Peacock Lane, Gr. 4
- Silver Webb, Gr. 5
- Treasure Gold, Gr. 6

The Heath Social Studies Series:
- A Hometown Primer (New Hometown Primer)
- In School and Out, Gr. 1
- Greenfield, U. S. A., Gr. 2
- Communities at Work, Gr. 3

Kindergarten Science Charts by Schneider & Schneider
Now Try This, Gr. 4, Schneider & Blaustein
Now Try This, Gr. 5, Schneider & Blaustein

There being no objection the chairman ordered made part of the minutes the following communication from the State School Buildings Assistance Commission:

Commonwealth of Massachusetts
SCHOOL BUILDING ASSISTANCE COMMISSION
88 Broad Street, Boston

January 15, 1964

VOTED: That the school construction projects listed below, plans for which have been filed with the School Building Assistance Commission, are in the best interests of the respective city and town; and that the estimated approved cost and the estimated amount of the state construction grant for each such project under the provisions of Chapter 645, Acts of 1948, as amended, are determined to be as shown below.

Plans Filed	Town and School	Estimated Cost	Estimated Rate	Estimated Grant
8/21/63 and 9/26/63	Cambridge — Fitzgerald Elementary Addition	$399,620	$40.00	$159,848

I, Simeon J. Lomas, Clerk of the School Building Assistance Commission, hereby certify that the above is a true excerpt of the minutes of a meeting of the Commission held on Wednesday, January 15, 1964, and that a notice of said meeting was filed with the Secretary of State on Monday, January 13, 1964, and that a copy thereof was posted in the public office of the commission on Administration and Finance on Monday, January 13, 1964.

Copies to:
Mr. John J. Curry
City Manager
City Hall
Room 109
Cambridge, Mass.

January 15, 1964

Mr. John M. Tobin
Superintendent of Schools
Cambridge, Mass. 02138

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that the Morgan Memorial be granted permission to conduct their annual clothing collection in the public schools.

The Superintendent presented the resignation of Mrs. Kathleen F. Bragaw, teacher at the M. E. Fitzgerald School, effective January 31, 1964. On motion by Mr. Solomons it was voted to accept the resignation.

The Superintendent presented the resignation of Mrs. Mary Ann Hayes, teacher of Home Economics in the elementary schools, effective January 31, 1964. On motion by Mr. Solomons it was voted to accept the resignation.

The Superintendent reported that Vincent P. Burke, Headmaster's Assistant (Mathematics) at Rindge Technical School, will reach retirement age (70 years) on April 29, 1964 and recommended that the School Committee request the Mass. Teachers' Retirement Board for permission for Mr. Burke to continue in employment until the end of the School year in June, 1964. On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation.

The Superintendent recommended that the Superintendent of Schools be authorized to represent the City of Cambridge at the Convention of the American Association of School Administrators to be held at Atlantic City, N. J., from February 15, 1964 to February 19, 1964, and that a sum of $200.00 be appropriated to defray expenses, said sum having been included in the 1964 budget. On motion by Mr. Solomons it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald "Absent."

NEW BUSINESS

Mr. Olesen moved that the services of a qualified consultant be engaged for the purpose of aiding the School Committee to (1) establishment of a Guidance Program and/or Guidance Department; (2) Requirements of applicants for positions of Guidance Counselors; (3) Selection of a Board of Examiners to conduct the examination for Guidance Counselors. Cost of the Services for said consultant shall be paid from funds from PL874 and shall not exceed the sum of $5,000.00. Mr. Solomons offered to amend by offering the following substitute motion:

SCHOOL COMMITTEEMAN GUSTAVE M. SOLOMONS
MEETING OF JANUARY 21, 1964

WHEREAS:

The proper education of today's school children for the work of tomorrow's world is rightly the duty of the public schools; and,

WHEREAS:

National needs for the future require far more students to go on to professional training than do so presently if this country is to bear responsibly its weight of world leadership; and

WHEREAS:

A disturbingly large number of students, by dropping out of school before the twelfth grade, are inadequately prepared for the challenges of automation and are far more likely to be listed on the rolls of the unemployed; and

WHEREAS:

A city must include a program of counselling and referral at all grades in its schools in order to insure the mental health and emotional strength of its future citizens and to help in the elimination of the social problems which still unfortunately exist among some of our school-age members of our community;

THEREFORE:

It is moved that the services of two nationally recognized authorities in the field of guidance be secured for the following purposes:

1) To examine all those functions of the Cambridge School System which are responsible, at each and all grade levels, for the following programs;
   - a) Special education: prevocational, junior opportunity, academically talented, health, lip-reading, speech, vision, home and hospital, and non-English speaking classes;
   - b) Vocational and educational guidance;
   - c) Testing, measurement, and research;
   - d) Personal counseling;
   - e) Identification, treatment and referral of emotionally disturbed pupils;
   - f) The School Adjustment Counseling Program;
   - g) The continuing concern for students who drop out of school before completion of the twelfth grade.

2) To present to the School Committee a report on the programs listed above and an evaluation of the strengths and weaknesses of these programs according to the consultant's considered judgment.

3) To recommend to the School Committee outlines for such improvements as they believe to be indicated, being sure to include a listing of job positions, giving the numbers of desired job-holders and the formal qualifications and duties for these jobs.

Furthermore, reimbursement for the two consultants should be any sum commensurate with time and effort expended, not to exceed $2,500. per consultant, to be paid from P.L. 874 funds. The report and recommendations referred to above must be completed and in the Hands of the School Committee no later than the first meeting of the Committee in April 1964.

Mrs. Ackrmann placed objection against consideration at this meeting of the motion by Mr. Olesen and the substitute motion by Mr. Solomons, and the chairman ordered the motion and substitute motion placed on the 'calendar' as required by the rules.

Mr. Solomons moved that the Superintendent request Civil Service to set up an examination for the position of Business Manager in accordance with the duties as set forth in the Administrative Survey Report dated April 1, 1963. The Superintendent shall recommend to the School Committee a salary scale level and qualifications of the Business Manager. Said position shall be filled without delay. On motion by Mr. Olesen it was voted that this motion be referred to executive session.

Mr. McMahon moved that subscriptions be entered for the members of the school committee to the Research Bulletin and for the NEA Research Division Reports and Monographs, at a cost of $12.00 per subscription. Mayor Crane moved to amend by adding that the names and addresses of all committee members be forwarded to the Mass. Teachers' Association, Fred Pitkin, Director, 14 Beacon Street, Boston, Mass., for the purpose of receiving any and all communications and publications which may be helpful to the members of the School Committee. It was voted to adopt the amendment. On the following roll-call it was voted to adopt the motion as amended: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald "Absent."

Mrs. Ackermann moved that the Superintendent recommend at the next meeting a suitable schedule of working hours for all administrators. Mr. Olesen objected to consideration at this meeting and the chairman ordered the motion placed on the 'calendar' in accordance with the rules.

On motion by Mrs. Ackermann it was voted that the School Committee invite the Massachusetts Mental Health Association to hold its Educator's Institute at the Morse School in Cambridge.

There being no objection the chairman ordered laid on the 'calendar' a motion by Mrs. Ackermann that on the first evening convenient for all seven members, the school committee and the Superintendent shall meet informally, under a chairman to be appointed by the mayor, in executive session, to discuss goals for this year and ways of organizing regular meetings so that these goals can be most efficiently accomplished and also so that a flexible body of written policy will be developed and annually reviewed by the Committee; and, further, that in preparation for such meeting the secretary shall order for each member a copy of "How To Develop Written Policies" from the National School Board Association, and, furthermore each member file with the secretary such changes in procedure as he wish to have considered at this meeting.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that the Peabody PTA be granted permission to use the workshop at Peabody School for a children's project, the PTA to provide the instructor and all tools.

Mr. McMahon moved that in addition to sums previously recommended for Schedule A-1 Permanent Employees, that an additional sum of $200,000.00 be recommended in the 1964 budget in anticipation of salary increases. Mr. Solomons objected to consideration at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

It was voted to convene in executive session.

EXECUTIVE SESSION

Mr. & Mrs. Axel D. Behn appeared before the committee to petition the committee to permit Jorg Behn to enter Cambridge High & Latin School without payment of tuition. It was voted to take the matter under advisement and the Superintendent was requested to make further inquiry.

It was voted on the following roll-call that Frances C. McCarthy, 233 Rindge Avenue, Cambridge, and Anna Walsh, 7 Jefferson Street, Cambridge, being the first two applicants on the certified civil service list who have indicated their willingness to accept the position, be appointed junior clerk-typist in the School Department: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald "Absent."

Question came on a motion by Mr. Solomons that the Superintendent request Civil Service to set up an examination for the position of Business Manager in accordance with the duties as set forth in the Administrative Survey Report dated April 1, 1963. The Superintendent shall recommend to the School Committee a salary scale level and qualifications of the Business Manager. Said position shall be filled without delay. It was voted that this motion be referred to the Secretary for report.

The chairman ordered laid on the 'calendar' as required by the rules the Superintendent's recommendation that the following persons be elected as teachers in the Cambridge School Department for a period of one year, effective February 4, 1964, and assigned to the school and at the salary indicated:

SCHOOL	NAME	GRADE	SALARY
Abraham Lincoln	Miss Jane K. Rockwell	Teacher K.	$5100. per yr.
M. E. Fitzgerald	Mrs. Joy Cazes Marks	Teacher Gr. 1	$4900. per yr.
Webster	Mrs. Elenore M. Parker	Teacher Gr. II	$5300. per yr.

The Superintendent reported that Ruth F. Boland, Director of the Bureau of Pupil Services has started an Adjustment class for a group of children in grades 1, 2 and 3, who are practically non-learners and whose psychological tests indicate ability ranging from average to superior. These children are behavior problems in the regular classroom and could be potential delinquents. They are all known to Dr. Straccia. If these children could be helped to achieve in schoolwork and to adjust in behavior, such a class might be established on a permanent basis in conformity with State Law 750.

It was unanimously agreed that the Ellery Garage be notified to remove any abandoned automobiles left on school property or the School Department will order them removed at their expense.

It was voted to reconvene in regular session.

It was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, February 4, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Solomons it was voted to approve as printed the minutes of the regular meeting of December 17, 1963, recessed to December 30, 1963, recessed and adjourned January 2, 1964 and the meeting of January 6, 1964 and January 21, 1964.

Petition was received from the Cambridge Nursery School seeking permission to place posters in several elementary school buildings advertising a play to be given on behalf of the school. On motion by Mr. Olesen it was voted to notify the petitioners that under the policy of the School Committee permission is denied.

On motion by Mr. Olesen it was voted to grant the petition received from the Haggerty School P.T.A. that they be permitted to appear at the next meeting for the purpose of presenting to the Committee, the results of a poll taken of the parents of the Haggerty School with reference to the possibility of extending a hot lunch program to the proposed new addition to the Haggerty School.

The following report was received from the High & Latin School P.T.A.:

26 Fairmont Ave.
Cambridge, Mass. 02139
Jan. 22, 1964

Dear Mr. O'Connell:

The Cambridge High and Latin P.T.A. at its meeting of January 21, 1964 passed a motion that the enclosed report of the Library Committee be sent to the School Committee for its consideration.

The P.T.A. would appreciate it very much if the report could be read to the School Committee.

I would also like to say that members of the P.T.A. saw the library for the first time last night and all the parents were delighted with the room, the furniture and with the excellence of those reference works which were already on the shelves.

Thank you very much.

When I came to see Mrs. Johnsen to get the information for you on the status of the library I found her surrounded by a sea of typed white, green and yellow slips. Mrs. Johnsen is preparing the temporary catalogue which will allow her to file the permanent catalogue according to the Dewey decimal system when the cards and the non-reference works are shipped to her from the Pennsylvania company that is processing them.

Reference books — beautiful ones like historical atlases, Encyclopedias, the Oxford Companian to Literature are already on the shelves and more are arriving daily. Mrs. Johnsen catalogues them as they arrive; it requires getting the Library of Congress number from the National Union Catalogue at the Widener Library and then filling out 2 order blanks for each book for the catalogue cards.

It is hoped that all the reference works will be in and catalogued by the end of February. The non-reference books have not arrived as yet. It is hoped that the library will open soon after their arrival, which can be expected in roughly three to six weeks. When the non-reference works do come a total of about 14,000 cards will have to be filed, 2,000 for the original books and then each book will have about seven cards for subject readings.

Sixty-six periodicals have been ordered, which will have to be catalogued, and the library will have four record players and about 300 records, which will have to be catalogued.

Mrs. Johnsen plans to give classes in the use of the library and of course will help individual students use the catalogue and reference works.

Books will also have to be checked in and out, shelved, the shelves read, cards filed, periodicals checked daily, overdue slips sent out and student attendance checked. Book orders will continue and that means 10 typed orders per copy.

The library committee feels that it is very important that the librarian have a full time clerk-typist to assist her in doing these tasks. The school libraries in Brookline, Newton and Lexington, to take some close examples, all have at least one full-time clerk-typist in addition to the librarians. In Lexington the school library which seats 40 students has a staff of two librarians, a full-time clerk-typist and a one-half time clerk. Our library seats 100 students. We should provide our librarian with the trained help needed so that the library will run efficiently and smoothly.

We also suggest the formation of a Library Club so students who are interested in helping with library work such as shelving books and periodicals could volunteer to do so in their free time. Many students love to help in a library and their help can be fruitful to them and the library .

Respectfully Submitted,
Rose Frisch
(Mrs. David Frisch)

On motion by Mr. Olesen it was voted to express to the High & Latin School P.T.A. the Committee's appreciation for the helpful interest they have taken in establishing the new school library at High & Latin School and to suggest that some of the members of the High & Latin School PTA might be willing to volunteer to do some of the many clerical tasks which will be necessary; and, further, that in addition to daytime volunteers some members of the PTA might offer their services for the evenings when Evening School is in session.

The Superintendent recommended that one full-time junior clerk-typist be assigned to the new library at High & Latin School and that civil service be requisitioned for a list of applicants to fill this position. Mrs. Ackermann moved to adopt the Superintendent's recommendation. Objection having been placed against action at this meeting the chairman ordered the matter laid on the 'calendar' as required by the rules.

Communication was received from the Cambridge Teachers' Club requesting permission to appear before the committee at this meeting for the purpose of presenting the association's proposed new salary schedule. There being no objection the regular order of business was suspended for the purpose of conducting the hearing. Mr. John Graham, President of the Cambridge Teachers Association appeared and presented each member with a copy of their proposed new salary schedule and discussed at length the contents of the schedule. At the conclusion of the hearing it was voted to resume the regular order of business.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

There being no objection the chairman ordered made part of the minutes the following communications from the City Manager with relation to the architect for the proposed additions to the Haggerty School:

CITY OF CAMBRIDGE
MASSACHUSETTS
EXECUTIVE DEPARTMENT
JOHN J. CURRY, City Manager

January 23, 1964

Mr. John M. Tobin
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. Tobin:

I transmit herewith copy of communication sent to Paul G. Feloney, 140 Mt. Auburn Street, Cambridge, architect on the Haggerty School Alterations and Additions, Cambridge, instructing him to proceed in accordance with his contract to draw the preliminary and final specifications, and plans.

Very truly yours,
JOHN J. CURRY
City Manager

CITY OF CAMBRIDGE
MASSACHUSETTS
EXECUTIVE DEPARTMENT
JOHN J. CURRY, City Manager

January 2, 1964

Mr. Paul G. Feloney
140½ Mt. Auburn Street
Cambridge, Massachusetts

Dear Mr. Feloney:

Please proceed at once, in accordance with your contract which is herewith attached, to draw the preliminary and final specification documents for the Haggerty School Alterations and Additions, Cambridge, Massachusetts.

Yours very truly,
JOHN J. CURRY
City Manager

On motion by Mr. Solomons it was voted on the following roll-call to adopt a recommendation from Joseph A. Kozlowsky, Director of Physical Education and Athletic Activities, concurred in by the Superintendent, that two High & Latin School athletes, having qualified for participation, be granted permission to enter the Interscholastic Indoor Track and Field Championship games to be held at Madison Square Gardens in New York City on Saturday, February 22, 1964; and, further, that a sum of $180.00 be appropriated from the High School Athletic Fund to cover the expenses of the two boys and the coach: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald "Absent."

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that freshmen and sophomores at High & Latin School and Rindge Technical School be granted permission to voluntarily participate in an Essay Contest being conducted by the local Saints Constantine and Helen Greek Orthodox Community as part of the celebration of Greek Letters Week, the essays to be entitled "Greek Contributions to Civilization Through the Ages."

The Superintendent reported receipt of resignations from Anne C. (Crotty) Joyce, teacher at the Harrington School, Grade 2, effective January 20, 1964, and of Mrs. Roselyn C. Scott, Teacher (English) at High & Latin School, effective January 31, 1964, because of maternity reasons. On motion by Mr. Solomons it was voted to accept these resignations.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Duehay it was voted to approve the text books recommended by the Superintendent at the meeting of January 21, 1964.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that the persons named below be elected teachers in the Cambridge School Department for a period of one year, effective February 4, 1964 and assigned to the school and at the salary indicated:

SCHOOL	NAME	POSITION	SALARY
Abraham Lincoln	Mrs. Jane K. Rockwell	Teacher K.	$5100.
M. E. Fitzgerald	Mrs. Joy Cazes Marks	Teacher Gr. 1	$4900.
Webster	Mrs. Eleanore M. Parker	Teacher Gr. 2	$5300.

Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald and Mr. Olesen "Absent."

Question came on a motion presented by Mrs. Ackermann at the meeting of January 21, 1964, "That the Superintendent recommend at the next meeting a suitable schedule of working hours for all administrators." Mr. Olesen moved to amend the motion by striking out the words "Administrators" and substituting therefore the word "Teachers." Objection having been placed against action on the amendment the chairman ordered the main motion and the amendment placed on the 'calendar' as required by the rules.

It was voted to refer to executive session a motion by Mr. Olesen and a substitute motion by Mr. Solomons relative to engaging the services of a qualified Guidance Consultant.

A motion by Mr. Olesen to convene in executive session at this time for the purpose of considering the motion and substitute motion relative to engaging the services of a qualified Guidance Consultant, failed of adoption on the following roll-call: Mrs. Ackermann and Mr. Olesen voting "Yea;" Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay;" Mr. Fitzgerald "Absent."

It was voted to adopt a motion presented by Mrs. Ackermann at the meeting of January 21, 1964, "That on the first evening convenient for all seven members, the School Committee and the Superintendent shall meet informally, under a chairman to be appointed by the Mayor, in executive session, to discuss goals for this year and ways of organizing regular meetings so that these goals can be most efficiently accomplished and also so that a flexible body of written policy will be developed and annually reviewed by the Committee; and, further, that in preparation for such meeting the secretary shall order for each member a copy of "How To Develop Written Policies" from the National School Board Association, and, furthermore each member file with the secretary such changes in procedure as he wishes to have considered at this meeting."

Question came on a motion presented by Mr. McMahon at the meeting of January 21, 1964, "That in addition to sums previously recommended for Schedule A-1 Permanent Employees, that an additional sum of $200,000.00 be appropriated in the 1964 budget in anticipation of salary increases." On the following roll-call the motion failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay;" Mr. Fitzgerald "Absent."

Awaiting Report:

On motion by Mr. Olesen it was voted to refer to executive session a report from the secretary on the motion "that the Superintendent request Civil Service to set up an examination for the position of Business Manager in accordance with the duties as set forth in the Administrative Survey Report dated April 1, 1963. The Superintendent shall recommend to the School Committee a salary scale level and qualifications of the Business Manager. Said position shall be filled without delay."

NEW BUSINESS

On motion by Mrs. Ackermann it was voted that the Cambridge School Committee declare itself opposed to H1362, legislation to place school budgets under control of City Councils and town meetings, and to so inform all Cambridge legislators and the chairman of the Municipal Finance Committee of the State House of Representatives.

On motion by Mrs. Ackermann it was voted that Dr. Saxe, City Health Officer, be requested to have examined the teeth of all first, second and third grade pupils in the schools, using the same techniques and the same standards as were used by Dr. Sternfeld in 1959, and report his comparative findings to the School Committee.

Mrs. Ackermann moved that the School Building Advisory Committee be invited to meet at their convenience informally with the School Committee to discuss goals for the next five years. On motion by Mr. Olesen it was voted to amend the motion by striking out the word "informally" and substituting the words "at a formal meeting." It was then voted to adopt the motion as amended "That the School Building Advisory Committee be invited to meet at their convenience at a formal meeting, with the School Committee to discuss goals for the next five years.

Mr. Duehay offered the following Resolution and there being no objection the chairman ordered the Resolution placed on the 'calendar':

WHEREAS: The New England School Development Council, hereinafter called NESDEC, was founded in 1945 to organize New England school systems regionally in a cooperative endeavor to solve common problems; and

WHEREAS: NESDEC, now numbering 167 school systems, publishes annually research reports, holds conferences and symposia for member school board members, superintendents, principals, and teachers and operates five standing commissions which report to the member systems in the following areas: 1) Public Relations and Citizen Participation; 2) Building and Planning; 3) Curriculum and Pupil Service; 4) Personnel and School Organization; 5) Finance; and

WHEREAS: It has recently begun a regional cooperative data processing center under a $490,000 grant from the Ford Foundation designed to provide automatic record keeping services which no one system could afford except at exorbitant expense; and

WHEREAS: The Cambridge School Committee has already voted to consider converting its records to and scheduling by automatic data processing; and

WHEREAS: The costs of joining NESDEC for a member school system are $.18 per pupil with a maximum of $600 per annum per system; therefore be it

RESOLVED: that Cambridge join the New England School Development Council at an annual cost of $600., the cost for 1964 to be taken from funds available from the P.L. 874 account; and be it further

RESOLVED: that the Superintendent investigate the details of joining the regional data processing center and report his findings to the Committee at the earliest possible date.

On motion by Mr. Duehay it was voted to adopt the following Resolution relative to House Bill #516 now before the General Court: (Mr. Olesen is recorded as voting "Nay").

— IN SCHOOL COMMITTEE —

February 4, 1964

WHEREAS: An increasingly heavy burden of property taxes continues to fall on the cities and towns of the Commonwealth of Massachusetts; and

WHEREAS: The need for educational services and expenditures exceeds the demand that can properly be placed on the local property tax; and,

WHEREAS: The present state formula for distributing money for education to the local communities is in many ways inequitable and insufficient; and

WHEREAS: The Massachusetts Educational Conference Board, of which the Massachusetts Association of School Committees and the Massachusetts Teachers Association are charter members, has sponsored a bill in the legislature designed to correct these inequities; therefore be it

RESOLVED: That the Cambridge School Committee record itself as favoring passage of bill H.516 now before the General Court, entitled "AN ACT FOR IMPROVING THE DISTRIBUTION OF STATE SUPPORT FOR PUBLIC AND VOCATIONAL SCHOOLS," and further that the Secretary be asked to communicate this committee's support of the bill to the honorable members of the Massachusetts House and Senate from Cambridge; and be it further

RESOLVED: That this Committee encourage the Cambridge Teachers Association and other interested citizens of Cambridge to likewise express their opinion on this bill.

A true copy;
Attest

Secretary of the School Committee

On motion by Mr. Olesen it was voted that the members of the Cambridge High & Latin School Track Team and the Coach be commended for their fine performance in winning the State Class B Track Championship at the State Track Meet on February 1, 1964, as well as for the honor which they have brought to their native City of Cambridge.

Mr. Olesen moved that the next regular meeting scheduled for February 18, 1964 be cancelled due to the fact that two members and the Superintendent will not be present. A substitute motion by Mrs. Ackermann that the next regular meeting be held on February 11, 1964, failed of adoption. It was then voted to adopt the main motion that the next regular meeting scheduled for February 18, 1964 be cancelled.

Mr. Olesen moved that in addition to sums previously appropriated in the 1964 budget, that a sum of $100,000. be appropriated to Schedule A-1 Permanent Employees, in anticipation of salary increases. Mrs. Ackermann objected to action at this meeting and the chairman ordered the motion laid on the 'calendar' as required by the rules.

The Superintendent recommended that for the purpose of increasing the efficiency of the department that a permanent full-time junior clerk-typist be employed at the Library at the High & Latin School; one permanent part-time junior clerk-typist be employed for the freshman-sophomore guidance personnel and one permanent part-time junior clerk-typist be employed for the junior-senior guidance personnel; that one part-time junior clerk-typist be employed for the departmental directors; that three part-time junior clerk-typists be employed for the elementary schools; and, further, that civil service be requisitioned for the appropriate lists to fill these positions: Mrs. Ackermann moved adoption of the Superintendent's recommendation. Mr. Olesen objected to action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

It was voted to convene in executive session.

EXECUTIVE SESSION

Complying with an order "That the position of School Adjustment Counsellor shall be filled by examination in accordance with the Rules of the School Committee as shown on Page 37 of the Book of Rules" the Superintendent recommended that the following persons be appointed to serve as a Board of Examiners for the position of School Adjustment Counsellor:

Miss Eleanor B. Linehan
Asst. Supt. of Schools
Waltham, Mass.
Ed.D., Boston University 1957
Member Faculty of Newton College
Sacred Heart

Miss Ethel H. McLeod, Director
Department of Pupil Adjustment
Counselling
Boston School Department
A.B., Emmanuel College 1930
M.S.S.W., Catholic University 1941
M.E., Boston College 1949

Miss Edna Sanford
School Adjustment Counsellor
Division of Pupil Personnel
Lexington School Department
A.B., Tufts University
A.M., Radcliffe College
M.S.S.W., Boston College

On motion by Mr. Duehay it was voted on the following roll-call to adopt the Superintendent's recommendation appointing a Board of Examiners for the position of School Adjustment Counsellor: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Olesen voting "Nay;" Mr. Fitzgerald "Absent."

The Superintendent recommended that the following named persons be appointed as a Board of Examiners for the position of Guidance Counsellor:

Mr. Edward B. Colbert
Director of Guidance
Watertown Public Schools
A.B., Boston College
Ed.M., Boston University
Member: Graduate Staff
Northeastern University

Miss Alice F. Linnehan
Ed.D., Harvard University
Dean of Women
State College at Boston

Mr. William C. Cottle
M.S., Syracuse University
Ed.D., Syracuse University
Director of Counsellor Education and
Counselling, Psychology Program, Boston College

Mr. McMahon moved adoption of the Superintendent's recommendation appointing a Board of Examiners for the position of Guidance Counsellor: Mr. Olesen placed objection against action at this meeting and the chairman ordered the motion and recommendation placed on the 'calendar' as required by the rules.

Question came on the petition received from Mr. & Mrs. Axel D. Behn, 210 Harvard Street, Cambridge, Mass., seeking admission of Jorg Behn, brother of Axel D. Behn, as a student to the Cambridge High & Latin School without payment of tuition. On motion by Mr. Duehay it was voted to advise Mr. & Mrs. Behn that while the School Committee is very sympathetic in this case it must regretfully deny the petition in order to protect the rights of the School Committee and extend the policy which the Committee has always strictly adhered to; and, further, that the School Committee suggests that if Mr. & Mrs. Behn would be willing to assume legal guardianship of Jorg Behn he may be admitted as a student without payment of tuition, and that a copy of this notice be forwarded to the parents of Jorg Behn.

Conforming to an order that he report on the motion "That the Superintendent request Civil Service to set up an examination for the position of Business Manager in accordance with the duties as set forth in the Administrative Survey Report dated April 1, 1963. The Superintendent shall recommend to the School Committee a salary scale level and qualifications of the Business Manager, said position to be filled without delay." the secretary presented the following report:

> "I conferred with Mrs. Schalk, Chief Examiner for the Department of Civil Service. There are three types of examination — open competitive which is open to all applicants with the proper qualifications; Qualifying — open to only candidates in the next lowest grade with at least three years' experience; Competitive Promotional, open to members of the department with the proper qualifications. In an open competitive examination a veteran is allowed full preference over non-veterans regardless of mark; a disabled veteran is allowed full preference over veterans and non-veterans regardless of mark.
>
> "In ordr to secure a capable qualified applicant for the position of Business Manager in the School Department the School Committee should very carefully set up the qualifications — experience, educational background, etc., — so that in an open competitive examination any candidate receiving a passing mark, regardless of his place on the list, will be a competent person to fill the position."

Respectfully submitted,
EDWARD J. O'CONNELL
Secretary of the School Committee

Mr. Solomons pressed for adoption of his motion "That the Superintendent request Civil Service to set up an examination for the position of Business Manager in Accordance with the duties as set forth in the Administrative Survey Report dated April 1, 1963. The Superintendent shall recommend to the School Committee a salary scale level and qualifications of the Business Manager. Said position shall be filled without delay." Mr. Olesen moved to amend by striking out the words "The Superintendent request Civil Service to set up an examination for the position of Business Manager in accordance with the duties as set forth in the Administrative Survey Report dated April 1, 1963." On the following roll-call the amendment failed of adoption: Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay;" Mr. Fitzgerald "Absent." It was then voted to adopt Mr. Solomons motion "That the Superintendent request Civil Service to set up an examination for the position of Business Manager in accordance with the duties as set forth in the Administrative Survey Report dated April 1, 1963. The Superintendent shall recommend to the School Committee a salary scale level and qualifications of the Business Manager. Said position shall be filled without delay."

Question came on the following substitute motion presented by Mr. Solomons presented at the meeting of January 21, 1964:

— IN SCHOOL COMMITTEE —

February 4, 1964

WHEREAS: An increasingly heavy burden of property taxes continues to fall on the cities and towns of the Commonwealth of Massachusetts; and

WHEREAS: The need for educational services and expenditures exceeds the demand that can properly be placed on the local property tax; and

WHEREAS: The present state formula for distributing money for education to the local communities is in many ways inequitable and insufficient; and

WHEREAS: The Massachusetts Educational Conference Board, of which the Massachusetts Association of School Committees and the Massachusetts Teachers Association are charter members, has sponsored a bill in the legislature designed to correct these inequities; therefore be it

RESOLVED: That the Cambridge School Committee record itself as favoring passage of bill H.516 now before the General Court, entitled "AN ACT FOR IMPROVING THE DISTRIBUTION OF STATE SUPPORT FOR PUBLIC AND VOCATIONAL SCHOOLS," and further that the Secretary be asked to communicate this committee's support of the bill to the honorable members of the Massachusetts House and Senate from Cambridge; and be it further

RESOLVED: That this Committee encourage the Cambridge Teachers Association and other interested citizens of Cambridge to likewise express their opinion on this bill.

A true copy;

Secretary of the School Committee

SCHOOL COMMITTEEMAN GUSTAVE M. SOLOMONS
MEETING OF JANUARY 21, 1964

WHEREAS: The proper education of today's school children for the work of tomorrow's world is rightly the duty of the public schools; and

WHEREAS: National needs for the future require far more students to go on to professional training than do so presently if this country is to bear responsibly its weight of world leadership; and

WHEREAS: A disturbingly large number of students, by dropping out of school before the twelfth grade, are inadequately prepared for the challenges of automation and are far more likely to be listed on the rolls of the unemployed; and

WHEREAS: A city must include a program of counselling and referral at all grades in its schools in order to insure the mental health and emotional strength of its future citizens and to help in the elimination of the social problems which still unfortunately exist among some of our school-age members of our community;

THEREFORE: It is moved that the services of two nationally recognized authorities in the field of guidance be secured for the following purposes:

1) To examine all those functions of the Cambridge School System which are responsible, at each and all grade levels, for the following programs:

a) Special education: prevocational, junior opportunity, academically talented, health, lip-reading, speech, vision, home and hospital, and non-English speaking classes;

b) Vocational and educational guidance;

c) Testing, measurement, and research;

d) Personal counseling;

e) Identification, treatment and referral of emotionally disturbed pupils;

f) The School Adjustmetn Counseling Program;

g) The continuing concern for students who drop out of school before completion of the twelfth grade.

2) To present to the School Committee a report on the programs listed above and an evaluation of the strengths and weaknesses of these programs according to the consultant's considered judgment.

3) To recommend to the School Committee outlines for such improvements as they believe to be indicated, being sure to include a listing of job positions, giving the numbers of desired job-holders and the formal qualifications and duties for these jobs.

Furthermore, reimbursement for the two consultants should be any sum commensurate with time and effort expended, not to exceed $2,500. per consultant, to be paid from P.L. 874 funds. The report and recommendations referred to above must be completed and in the Hands of the School Committee no later than the first meeting of the Committee in April 1964.

On motion by Mr. Duehay it was voted to amend the foregoing motion by Mr. Solomons by striking out the words "That the services of two nationally recognized authorities in the field of guidance be secured for the following purposes:" and substituting therefore the words "That the Superintendent recommend to the School Committee by the first meeting in March, authorities in the field of Guidance who will be engaged for the following purposes:" A motion by Mr. Olesen to further amend Mr. Solomons motion by striking out the words "In the field of Guidance" and substituting therefore the words "in the below mentioned areas:" Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay and Mr. Solomons voting "Nay;" Mr. McMahon and Mayor Crane "Present;" Mr. Fitzgerald "Absent."

Mr. Olesen moved to amend Mr. Solomons motion by striking out the words "d) Personal Counseling;". On the following roll-call the motion to amend failed of adoption: Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. McMahon and Mr. Solomons voting "Nay;" Mr. Fitzgerald "Absent;" Mayor Crane "Present."

A motion by Mr. Olesen to lay on the table the motion presented by Mr. Solomons and amended by Mr. Duehay, failed of adoption on the following roll-call: Mr. McMahon, Mr. Olesen and Mayor Crane voting "Yea;" Mrs. Ackermann, Mr. Duehay and Mr. Solomons voting "Nay;" Mr. Fitzgerald "Absent."

A motion by Mr. Olesen to refer to the Superintendent for study the motion presented by Mr. Solomons and amended by Mr. Duehay, failed of adoption on the following roll-call: Mr. McMahon, Mr. Olesen and Mayor Crane voting "Yea;" Mrs. Ackermann, Mr. Duehay and Mr. Solomons voting "Nay;" Mr. Fitzgerald "Absent."

A motion by Mr. Olesen to amend the motion presented by Mr. Solomons and amended by Mr. Duehay "that the motion as amended be referred to the next regular meeting of March 3, 1964" failed of adoption on the following roll-call: Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay;" Mr. Fitzgerald "Absent."

Vice-Chairman Solomons in the chair.

Mr. Olesen moved that the motion presented by Mr. Solomons and amended by Mr. Duehay be referred to the regular meeting scheduled for March 17, 1964. On the following roll-call the motion failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay and Mr. Solomons voting "Nay;" Mr. Fitzgerald and Mayor Crane "Absent."

Mrs. Ackermann moved the previous question on Mr. Solomons motion as amended. The motion for the previous question having prevailed, the chair ordered the question on Mr. Solomons' motion as amended. On the following roll-call Mr. Solomons' motion as amended (and set forth in detail above) failed to receive the required four votes specified under the rules: Mrs. Ackermann, Mr. Duehay and Vice-Chairman Solomons voting "Yea;" Mr. McMahon and Mr. Olesen voting "Nay;" Mr. Fitzgerald and Mayor Crane "Absent."

On motion by Mr. Olesen it was voted to lay on the table the main motion presented at the meeting of January 21, 1964 "That the services of a qualified consultant be engaged for the purpose of aiding the School Committee to (1) establishment of a Guidance Program and/or Guidance Department; (2) Requirements of applicants for positions of Guidance Counsellors; (3) Selection of a Board of Examiners to conduct the examination for Guidance Counselors. Cost of the services for said consultant shall be paid from funds from PL874 and shall not exceed the sum of $5,000."

On motion by Mr. Olesen it was voted on the following roll-call that permission be granted the members of the High & Latin School Track Team to participate in the National Interscholastic Track and Field Championships to be held at Madison Square Gardens in New York, on Saturday, February 22, 1964; and that a sum not to exceed $900.00 be appropriated from the High School Athletic Fund for the purpose of defraying the expenses of members of the team, coaches, faculty managers and administrators: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons voting "Yea;" Mr. Fitzgerald and Mayor Crane "Absent."

It was voted to convene in regular session.

On motion by Mr. Duehay it was voted on the following roll-call to ratify and affirm the votes taken in executive session: Mr. Duehay, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons voting "Yea;" Mrs. Ackermann voting "Nay;" Mr. Fitzgerald and Mayor Crane "Absent."

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, March 3, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Olesen it was voted unanimously to suspend the regular order of business for the purpose of conducting "Hearings."

Question came on a petition received from the Haggerty School P.T.A. seeking to have hot lunch facilities included in the plans for the proposed new addition to the Haggerty School. Mrs. Irene O'Leary appeared on behalf of the P.T.A. and advised that a questionnaire had been distributed to the parents of 310 pupils of the school and 297 replies have been received. Of the total replies received 263 were in favor of the hot lunch facilities, 25 were opposed and nine indicated they would prefer space and facilities for only the cold lunch program. Mrs. Grace Toppi of the Haggerty School P.T.A. also appeared and urged the committee to provide larger space for facilities such as gymnasium, etc. City Manager John J. Curry and Mr. Feloney, architect for the proposed new addition, also appeared and discussed this matter with the committee and the petitioners. At the conclusion of the hearing it was voted to adopt a motion by Mr. Solomons that the matter of the proposed addition to the Haggerty School, particularly with reference to the petition of the Haggery School P.T.A. that facilities for a hot lunch program be included in the proposed addition, be referred to the School Building Advisory Committee with the request that this petition be given immediate consideration.

Question came on the matter of the Summer Science School. The Superintendent recommended that this school be held this year at the Morse School rather than the Peabody School. Mr. Costa Leodas and Mr. Francis C. Ryder, representing the Educational Services discussed this summer school plan at length with the School Committee. The Superintendent presented the following list of conditions agreed upon between him and Educational Services:

> Educational Services will screen applicants from among our regular teachers and choose the fifteen or twenty best qualified in the area of Science to attend the summer school at the Morse school during 1964. The teachers selected are expected to be in attendance from 9 a.m. to 3 p.m.
>
> Those teachers chosen would be instructed by the regular staff of Educational Services in the most up-to-date educational techniques in classes from kindergarten through grade 8. Pupils who attend will be chosen from children who attend Cambridge schools.
>
> Teachers who attend the six-week session will receive an increment credit in an amount determined by the Staff Council. The Superintendent suggested that a maximum of three (3) credits be allowed.
>
> It is recommended that the teachers selected will receive a monetary allowance of $50.00 per week.
>
> Benefits will accrue to the Cambridge public schools in that we will have on our staff fifteen source persons in Science who were well

> founded in the up-to-date techniques of teaching Science in our elementary schools at all grade levels.
>
> Applicants will be obligated to agree to remain with the Cambridge public schools for at least one year after the end of the term or repay the allowance received during the summer session.
>
> Applicants must understand that it will be required of each to conduct an in-service course in the teaching of elementary science at each of our elementary schools at a time to be established during the school year 1964-1965. On query as to whether other teachers taking the in-service course during the school year would receive increment credit, the Superintendent replied in the negative.
>
> The Cambridge School Department, through an expenditure of approximately $4,500.00 for cash allowances will have available fifteen well-trained source personnel in the field of elementary science. In addition through the in-service courses during the 1964-1965 school year the remainder of our elementary teachers will receive instruction in this same area.
>
> The Superintendent therefore recommended that the Cambridge School Department would assume the cost of the fifteen teachers selected at $300.00 for each teacher and the maintenance of the Morse School during the period of the summer school sessions. In their turn Educational Services have agreed to assume the cost of bus transportation wherever necessary, any and all over-time pay to the custodians and the stipend for the Master of the Morse School at the same rate paid the Master of the Peabody School last year.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation concerning the Summer Science School at the Morse School as set forth in detail above with the provision that this project be advertised in all public, parochial and private schools in the city and that any child attending any of these schools will be eligible for selection to attend these classes: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea." On motion by Mr. Olesen it was unanimously voted to suspend the rules for the purpose of moving "reconsideration" at this meeting. A motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

It was voted to resume the regular order of business.

Having filed the proper notice required by the rules, Mr. Solomons moved reconsideration of the negative vote taken at the meeting of February 4, 1964, by which it was voted NOT to adopt the following motion:

> "That the Superintendent recommend to the School Committee by the first meeting in March two authorities in the field of guidance who will be engaged for the following purposes: 1) To examine all those functions of the Cambridge School System which are responsible, at each and all grade levels, for the following programs: (a) special education; prevocational, junior opportunity, academically talented, health, lip-reading, speech, vision, home and hospital and non-English speaking classes; (b) vocational and educational guidance; (c) testing, measurement and research; (d) Personal counseling; (e) identification, treatment and referral of emotionally disturbed pupils;

(f) the School Adjustment Counseling Program; (g) the continuing concern for students who drop out of school before completion of the twelfth grade. 2) To present to the School Committee a report on the programs listed above and an evaluation of the strengths and weaknesses of these programs according to the consultant's considered judgment. 3) To recommend to the School Committee outlines for such improvements as they believe to be indicated, being sure to include a listing of job positions, giving the numbers of desired jobholders and the formal qualifications and duties for these jobs. Furthermore, reimbursement for the two consultants should be any sum commensurate with time and effort expended, not to exceed $2,500.00 per consultant, to be paid from PL 874 funds. The report and recommendations referred to above must be completed and in the hands of the School Committee no later than the first meeting of the committee in April 1964."

On the following roll-call it was voted to reconsider the vote on the motion outlined above: Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald, Mr. McMahon and Mr. Olesen "Present." The chairman ordered the recurring question. A motion by Mr. Olesen to lay the motion by Mr. Solomons on the table and request Ruth E. Boland, Director of the Bureau of Pupil Services to be present at the next meeting for the purpose of discussing the motion, failed of adoption on the following roll-call: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay."

A motion by Mr. McMahon to amend Mr. Solomons motion by striking out the words "$2,500.00" and inserting in place thereof the words "$1,000.00," failed of adoption on the following roll-call vote: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay." A motion by Mr. Olesen to amend Mr. Solomons motion by striking out the words "$2,500.00" and substituting therefore the words "$100.00," failed of adoption on the following roll-call: Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay;" Mr. McMahon "Present." On the following roll-call it was then voted on motion by Mrs. Ackermann to amend Mr. Solomons motion by striking out in the second line the word "March" and substituting therefore the word "April" and by striking out in the last line the word "April" and substituting therefore the word "June": Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald, Mr. McMahon and Mr. Olesen "Present." It was then voted on the following roll-call to adopt Mr. Solomons motion as amended and set forth in its entirety below: Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald, Mr. McMahon and Mr. Olesen "Present:"

WHEREAS: The proper education of today's school children for the work of tomorrow's world is rightly the duty of the public schools; and

WHEREAS: National needs for the future require far more students to go on to professional training that do so presently if this country is to bear responsibly its weight of world leadership; and

WHEREAS: A disturbingly large number of students, by dropping out of school before the twelfth grade, are inadequately prepared for the challenges of automation and are far more likely to be listed on the rolls of the unemployed; and

WHEREAS: A city must include a program of counselling and referral at all grades in its schools in order to insure the mental health and emotional strength of its future citizens and to help in the elimination of the social problems which still unfortunately exist among some of our school-age members of our community; therefore it is,

ORDERED: That the Superintendent recommend to the School Committee by the first meeting in April, authorities in the field of Guidance who will be engaged for the following purposes:

1) To examine all those functions of the Cambridge School System which are responsible, at each and all grade levels, for the following programs:

(a) Special education; prevocational, junior opportunity, academically talented, health, lip-reading, speech, vision, home and hospital, and non-English speaking classes;

(b) Vocational and educational guidance;

(c) Testing, measurement, and research;

(d) Personal Counseling;

(e) Identification, treatment and referral of emotionally disturbed pupils;

(f) The School Adjustment Counseling Program;

(g) The continuing concern for students who drop out of school before completion of the twelfth grade.

2) To present to the School Committee a report on the programs listed above and an evaluation of the strengths and weaknesses of these programs according to the consultant's considered judgment.

3) To recommend to the School Committee outlines for such improvements as they believe to be indicated, being sure to include a listing of job positions, giving the numbers of desired job-holders and the formal qualifications and duties for these jobs.

Furthermore, reimbursement for the consultants should be any sum commensurate with time and effort expended, not to exceed $2,500. per consultant, to be paid from P.L.874 funds. The report and recommendations referred to above must be completed and in the hands of the School Committee no later than the first meeting of the Committee in June, 1964.

Having filed the proper notice required by the rules, Mr. Olesen moved reconsideration of the vote adopting the motion "That the Superintendent request Civil Service to set up an examination for the position of Business Manager in accordance with the duties as set forth in the Administrative Survey Report dated April 1, 1963. The Superintendent shall recommend to the School Committee a salary scale level and qualifications of the Business Manager. Said position shall be filled without delay." On the following roll-call the motion "to reconsider" the foregoing motion, failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay;" Mr. Fitzgerald "Present."

Having filed the proper notice required by the rules, Mr. Olesen moved reconsideration of the vote adopting the motion "That Dr. Sachs, City Health Officer, be requested to have examined the teeth of all first, second and third grade pupils in the schools, using the same techniques and the same standards as were used by Dr. Sternfeld in 1959, and report his comparative findings to the School Committee." On the following roll-call the motion "to reconsider" the foregoing motion failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay."

Having filed the proper notice required by the rules, Mr. Olesen moved reconsideration of the vote adopting the Superintendent's recommendation "That the following persons be elected as teachers in the Cambridge School Department for a period of one year, effective February 4, 1964, and assigned to the school and at the salary indicated: Lincoln School — Mrs. Jane K. Rockewell, Kindergartner at a salary of $5,100.00 per year; Fitzgerald School — Mrs. Joy Cazes Marks, teacher Gr. 1, at a salary of $4,900.00 per year; Webster School — Mrs. Elenore M. Parker, teacher, Gr. II, at a salary of $5,300.00 per year." On the following roll-call the motion "to reconsider" the foregoing motion, failed of adoption: Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay."

Having filed the proper notice required by the rules, Mr. Olesen moved reconsideration of the vote adopting the Superintendent's recommendation as presented at the meeting of February 4, 1964, establishing a Board of Examiners for the position of School Adjustment Counsellor. On the following roll-call the motion to "reconsider" the foregoing motion, failed of adoption: Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay."

Having filed the proper notice required by the rules, Mr. Olesen moved reconsideration of the vote adopting the motion "That on the first evening convenient for all seven members, the School Committee and the Superintendent shall meet informally, under a chairman to be appointed by the Mayor, in executive session, to discuss goals for this year and ways of organizing regular meetings so that these goals can be most efficiently accomplished and also so that a flexible body of written policy will be developed and annually reviewed by the committee; and, further, that in preparation for such meeting the secretary shall order for each member a copy of "How to Develop Written Policies" from the National School Board Association, and, furthermore, each member shall file with the secretary such changes in procedure as he wishes to have considered at this meeting." On the following roll-call it was voted to reconsider the foregoing motion: Mrs. Ackermann, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mayor Crane voting "Yea;" Mr. Duehay and Mr. Solomons voting "Nay." The chair ordered the recurring question. Mr. Olesen moved to amend the motion by striking out the words "The secretary shall order for each member a copy of 'How to Develop Written Policies'. On the following roll-call the motion to amend, failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay;" Mr. Fitzgerald "Present." On the following roll-call it was again voted to adopt the original motion: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald and Mr. Olesen voting "Nay."

The chairman announced that in conformity with the foregoing motion he has appointed the Superintendent of Schools to be chairman of the informal meeting outlined in the foregoing motion.

There being no objection the chairman ordered made part of the minutes the following communication relative to the appointment of an Advisory Committee on the School Building Program:

SCHOOL COMMITTEE
1700 Cambridge Street
Cambridge, Massachusetts 02138
OFFICE OF THE SECRETARY

March 3, 1964

To the Honorable,
The Cambridge School Committee
Cambridge, Mass.

Dear Sirs & Madam:

Conforming to an order adopted by the School Committee I herewith appoint the following Advisory Committee on the School Building Program:

Harding U. Greene, Chairman
Professor Douglas P. Adams
Dean Pietro Belluschi
Robert A. Bowyer
Miss Anna Butler
Philip Dolan, Librarian
John A. DeLoria
James F. Fitzgerald, School Committee
Daniel J. Hayes, City Council
Thomas F. Gibson, Principal Assessor
Benjamin Sachs, M.D., M.Ph.H.
Allen McClellan, Executive Secretary
John M. Tobin, Superintendent of Schools
John R. McCarthy, Recording Secretary
Mrs. Lois Marchurs, 266 Cambridge St.

It is, of course, understood that the members of the School Committee are welcome at any and all meetings of the School Building Advisory Committee.

Very truly yours,
EDWARD A. CRANE, Mayor
Chairman of the School Committee

On motion by Mr. Solomons it was voted to approve as presented, the minutes of the meeting of February 4, 1964.

There being no objection the chairman ordered placed on file a communication from the Eastham School Committee expressing itself in favor of legislation necessary to restore prayer and Bible-reading in the public schools of America.

There being no objection the chairman ordered made part of the minutes the following communications from the City Council relative to Chapter 268A, g.1., from the City Manager congratulating the High & Latin School track team; from the Cambridge Teachers' Club expressing their support of House Bill 516 (1964 state-aid to schools bill):

CITY OF CAMBRIDGE

Councillor Wheeler **In City Council**

February 24, 1964

ORDERED: That the positions of the members of the following boards, commissions, and authorities of the City of Cambridge are classified as those of special employees under the terms and provisions of General Laws, Chapter 268A, "Conduct of Public Officials and Employees," and that in those instances where the position is held by a regular officer or employee of the City of Cambridge, the classification does not apply to such an officer or employee.

School Building Advisory Committee

In City Council, February 24, 1964
Adopted by Yea and Nay Vote
Yeas 9; Nays 0; Absent 0
Attest: Paul E. Healy, Temporary Clerk

CITY OF CAMBRIDGE
MASSACHUSETTS
Executive Department

JOHN J. CURRY
City Manager

February 11, 1964

Honorable Edward A. Crane
Chairman of School Committee
1700 Cambridge Street
Cambridge, Massachusetts 02138

Dear Mayor Crane:

The following order was passed by the City Council on February 3, 1964:

ORDERED: That the City Manager be and hereby is requested to convey the congratulations of the entire City Council to the athletes and coaches of the Cambridge High and Latin School track team upon their splendid victory on Saturday, February 1, 1964, in capturing the State Class B Championship.

Very truly yours,
JOHN J. CURRY
City Manager

CAMBRIDGE TEACHERS CLUB
Cambridge, Massachusetts

February 9, 1964

The Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts

The Cambridge Teachers' Association wholeheartedly supports House Bill 516, the 1964 state-aid to schools bill, filed by the Massachusetts Educational Conference Board, as a means of equalizing school tax rates, as based on true values, among the various cities and towns.

CONSTANCE T. BARRY
Corresponding Secretary

A communication was received from the Putnam School P.T.A. requesting permission to ask the children for a small donation to be sent as a gift from the Putnam School to the John F. Kennedy Memorial Library. On motion by Mr. Olesen it was voted to suspend the rules for the purpose of offering a motion at this time relating to the foregoing request. On motion by Mr. Olesen it was voted that the Cambridge public school pupils be given an opportunity to make donations, on a voluntary basis, to the President John F. Kennedy Memorial Library: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mrs. Ackermann "Present." The rules were again suspended for the purpose of moving reconsideration of the foregoing vote. A motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

There being no objection the chairman ordered made part of the minutes the following communication from the Mass. Teachers' Retirement Board:

DEPARTMENT OF EDUCATION
TEACHERS' RETIREMENT BOARD

February 4, 1964

Edward J. O'Connell, Secretary
Cambridge School Committee
Cambridge, Mass.

Dear Mr. O'Connell:

We acknowledge receipt of your letter dated February 3, 1964 in which you report that at a regular meeting held on January 21, 1964, the Cambridge School Committee voted to request the Teachers' Retirement Board for permission to continue the employment of Mr. Vincent P. Burke to the end of the school year in June 1964.

In accordance with the provisions of Chap. 348 of the Acts of 1954 he may be so employed.

Yours very truly,
JOSEPH B. CARROLL
Executive Secretary

The following communication was received from the Cambridge Mental Health Association and on motion by Mr. Olesen it was voted that a petition contained in the said communication, seeking to have the Cambridge School Committee contribute a sum equal to two-thirds of their $29,000.00 budget, or $19,332.00, be referred to the City Solicitor for an opinion as to whether the School Committee could, if it so desired, legally comply with this petition; and, further, that upon receipt of the City Solicitor's opinion that the Superintendent of Schools submit his report and recommendations to the School Committee on this matter:

CAMBRIDGE MENTAL HEALTH ASSOCIATION, INC.
45½ Mt. Auburn St., Cambridge, Mass. 02138 ELiot 4-2275

March 3, 1964

Cambridge School Department
1700 Cambridge Street
Cambridge, Mass. 02138

Dear Gentlemen and Madam:

The Cambridge Guidance Center was organized in September 1955 as a cooperative venture of the Division of Mental Hygiene of the Commonwealth of Massachusetts and the Cambridge Mental Health Association, a voluntary citizens organization.

The Cambridge Guidance Center has developed as a clinical service providing consultation, diagnosis and treatment of emotional and learning problems of children. Cambridge children from the youngest through 17 are accepted for study and treatment. When a child is seen, his parents are always included both for the diagnostic study and treatment. Our service has grown so that in 1963, 193 Cambridge families were served by the Guidance Center.

While the Commonwealth of Massachusetts shoulders the major part of the financial burden by paying the professional salaries, it is necessary that housing, maintenance and clerical services be provided by the community, either through voluntary contributions or local tax money. The question has been raised whether the Cambridge School Department might contribute towards the support of the Guidance Center, since the work of the Center is closely connected with the welfare and school progress of Cambridge children.

In other communities the local school department contributes a large share towards the support of the clinics. Chapter 124 (Acts, 1958) was enacted by the General Court to make it possible for cities and towns to purchase the services of the mental health centers from local mental health associations in cooperation with the Massachusetts Department of Mental Health. The Beaverbrook Guidance Center will receive $6,000. each from the towns of Waltham, Watertown, and Belmont. Most of this money is from the school budget. In one town the school department contributes 50 cents for each child in the school system. In another town services are purchased on an hourly basis at the rate of $6.50 for each hour spent with parents, child, or in consultation with teachers in the school.

In reviewing our case statistics for 1963, we found the school distribution as follows:

67 per cent public school
13 per cent parochial school
12 per cent pre-school
8 per cent private school

Of the 67 per cent from public schools, more than two-thirds came to the Center with some school difficulty as the chief complaint. A sample of these presenting problems follows:

10 year old boy — withdrawn in school and wants to wear women's clothes

12 year old boy who is defiant with his parents, occasionally soils himself during the day and does poor school work

16 year old girl — fainting spells and doesn't want to go to school

8 year old boy — threw scissors in school and has to be excluded

7 year old boy — has been taking money, sometimes exposes himself and is bullied at school

10 year old girl — cries a lot and not doing well at school

9 year old girl has a school phobia — won't go to school at all

We certainly do not feel that there is a higher proportion of disturbed children in the Cambridge schools than in other school systems, but do believe that there are many more children that we do not hear about, and who need extensive help.

Besides the direct work with children and their families, we have been in frequent communication with teachers in the Cambridge School Department to discuss how we both can best help these children. During the last three months of 1963, 30 hours of our staff time was spent at public schools in discussion with Masters and teachers. We feel it would be profitable for the teachers' work with the child and to our treatment to increase this time.

Working with severely emotionally disturbed children who can benefit neither from ordinary class work nor the special programs possible in a public school is an important and time-consuming part of our service. Recently the Commonwealth of Massachusetts through "Law 750" for Emotionally Disturbed Children has made money available for placement of these children either in special day or residential schools. At the present time we are studying and helping to place 8 children from the public schools. Besides these children we have helped 9 other families place their children in special remedial schools because they were not learning and we felt they needed very special help.

The Cambridge Mental Health Association is having great difficulty in raising the money to continue this service to Cambridge school children because the Massachusetts Association for Mental Health through which we get our United Fund money believes these clinical services should be supported by local tax money. Originally supporting us with sums as high as $16,000. per year, they have reduced our allotments drastically and threaten further reductions. During 1963 the Mental Health Association raised $24,380.97 as their contribution to the Guidance Center. Only half of this came from the Massachusetts Association, the rest coming from foundations and individuals many of whom cannot be expected to repeat such gifts.

During this next year we must move because our quarters are too cramped to give service efficiently. With larger quarters the Commonwealth will give us more staff so we can increase our clinical work. Added service through our work with Tufts Medical School, the schools of social work and a graduate psychology program will be possible when we move. With moving we estimate our budget for next year will be $29,000., and ask that the Cambridge School Department contribute two-thirds of this, $19,332., since more than two-thirds of our children are in the Cambridge Public Schools.

Members of the Cambridge Mental Health Association and the staff of the Cambridge Guidance Center would be glad to discuss our mutual areas of concern for these children with you at your convenience.

Thank you very much for your consideration.

Sincerely yours,
JAMES M. DUNNING, D.D.S.
President

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The chairman ordered laid on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY FOLLETT PUB'L. CO.

Play with Jimmy
Fun with David
Laugh with Larry
A Day with Debbie
Four Seasons with Suzy
The No Bark Dog (Williamson)

PUBLISHED BY MACMILLAN CO.

Macmillan English Series, Book II — Book XII TAE
Your Car & Safe Driving
Programmed Geography (paperbound) by Buchanan
    The Earth in Space, Book I
    Continents and Oceans, Book II
    Latitudes and Climates, Book III
Literary Heritage (paperbound) by Evans

Shakespeare Plays — As you like It / Romeo and Juliet
    Henry IV, Part I / Henry V
    The Merchant of Venice / A Midsummer Night's Dream
    Twelfth Night / Hamlet
    The Tempest / King Lear

Supplementary Books:
    Moby Dick, by Melville
    Damien the Leper, by Farrow
    Face of a Hero, by Boulle
    Darkness at Noon, by Koestler

New Perspectives in American History (paperbound)
    The Road to Independence, 1763-1766, by Labaree
    The Origins of the Constitution, by Broderick
    Government Through Opposition, by Allis
    The Union Divides, by Bedford
    The Progressive Movement, by Ganley
    The Hero and the People, by Brown
    From Imperialism to Isolationism, by Maiz
    The New Deal, by Davies
    The Cold War, by Winks

History of a Free People, 5th Ed., by Bragdon
History of a Free People, TAE, by Bragdon
Goals of Democracy Annual 1963, by McCutchen
Goals of Democracy, Issues and Events, 1964 Annual, by McCutchen
Initiation Au Francais, by Kneller
Spoken French in Review, by Hope
A Structural Course in Spanish, by Wolfe
A Review of Spanish, by Eoff
Adventures in Handwriting, Grades 3-6, by Peterson
Investigating Science with Children

Living Things, Vol. 1
The Earth, Vol. 2
Atoms and Molecules, Vol. 3
Motion, Vol. 4
Energy In Waves, Vol. 5
Space, Vol. 6

Macmillan Reading Spectrum (paperbound)
The Spectrum of Skills
Word Analysis, by Weinberg
Vocabulary Development
Comprehension, by Sanford, et. al.
The Spectrum of Books, Gr. 5 and 6

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that the following dates be approved for the Americanization and Evening School Graduations:

Americanization and Evening Elementary Graduation — Tuesday, March 31, 1964

Evening High and Rindge Evening Industrial — Thursday, April 2, 1964

The Superintendent regretfully reported the death, on February 11, 1964, of Thomas J. O'Loughlin, for 29 years a teacher in the Cambridge public schools and assigned to the Webster School. On motion by Mr. Fitzgerald it was voted to express to Mr. O'Loughlin's family the School Committee's sincere sorrow upon learning of his death.

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that John C. Landrigan, teacher at the Morse School be granted military leave of absence without loss of salary for the purpose of completing a two-week tour of duty with the U. S. Naval Reserves for the period March 16 to March 27, 1964: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea."

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that the Cambridge Civic Unity Committee be granted permission to conduct an essay and oratorical contest in the High & Latin School and Rindge Technical School on the topic "Prejudice, What It is and What I can Do About It," and that participation shall be on a voluntary basis.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that Joseph L. C. Santoro, Director of Art Education in the Cambridge School Department, be granted leave of absence without loss of salary from March 11, 1964 through March 14, 1964, for the purpose of attending the convention of the Eastern Arts Association in New York City, as amended by Mr. Olesen by adding that the School Committee extend to Mr. Santoro their sincere congratulations on his recent election to the Board of Health of Watertown, Mass.: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea."

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that Catherine E. Lovett, Headmaster's Assistant in charge of the Business Education Department, High & Latin School, be granted leave of absence without loss of salary on Thursday, March 26, 1964, for the purpose of attending the annual convention of the Eastern Business Teachers Association in Philadelphia, Penna.: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea."

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation (by roll-call vote) that Ruth F. Boland, Director of the Bureau of Pupil Services, be granted leave of absence without loss of salary, from March 22 through March 26, 1964, for the purpose of attending the annual meeting of the American Personnel and Guidance Association to be held in San Francisco, California: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea."

There being no objection the chairman ordered laid on the table bids received for Insurance and Inspection of Boilers and Tanks; for cleaning and reconditioning football equipment; for furnishing Athletic Equipment.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

Question came on a motion by Mrs. Ackermann to adopt the Superintendent's recommendation that one full-time junior clerk-typist be assigned to the new library at the High & Latin School and that civil service be requisitioned for a list of applicants to fill this position. Mrs. Ackermann asked and received unanimous consent to withdraw her motion as the matter is included in Item 5 on the Calendar.

Question came on a motion by Mrs. Ackermann that the Superintendent recommend at the next meeting a suitable schedule of working hours for all administrators and an amendment thereto by Mr. Olesen by striking out the word "Administrators" and substituting therefore the word "Teachers." On the following roll-call Mr. Olesen's amendment failed of adoption: Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay." On the following roll-call it was then voted to adopt Mrs. Ackermann's motion "That the Superintendent recommend at the next meeting a suitable schedule of working hours for all administrators": Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Nay."

Question came on a Resolution presented by Mr. Duehay relative to the School Committee joining the NESDC. A motion by Mr. Olesen to amend this resolution by striking out the words "the cost for 1964 to be taken from funds available from the P.L.874 account." On the following roll-call it was then voted to adopt the resolution as amended and set forth in its entirety below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Olesen "Present":

WHEREAS: The New England School Development Council, hereinafter called NESDEC, was founded in 1945 to organize New England School Systems regionally in a cooperative endeavor to solve common problems; and,

WHEREAS: NESDEC, now numbering 167 school systems, publishes annually research reports, hold conferences and symposia for member school board members, superintendents, principals and teachers, and operates five standing commissions which report to the member systems in the following areas: 1) Public Relations and Citizen Participation; 2) Building and Planning; 3) Curriculum and Pupil Service; 4) Personnel and School Organization; 5) Finance; and

WHEREAS: It has recently begun a regional cooperative data processing center under a $490,000 grant from the Ford Foundation designed to provide automatic record keeping services which no one system could afford except at exorbitant expense; and

WHEREAS: The Cambridge School Committee has already voted to consider converting its records to and scheduling by automatic data processing; and,

WHEREAS: The cost of joining NESDEC for a member school system are $.18 per pupil with a maximum of $600 per annum per system, Therefore be it,

RESOLVED: That Cambridge join the New England School Development Council at an annual cost of $600.00;
And be it further,

RESOLVED: That the Superintendent investigate the details of joining the regional data processing center and report his findings to the committee at the earliest possible date.

On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of moving 'reconsideration' at this time on the vote adopting the foregoing resolution. A motion by Mrs. Ackermann 'to reconsider' the vote adopting the foregoing resolution, hoping same would not prevail, failed of adoption.

Question came on a motion by Mr. Olesen that in addition to sums previously appropriated in the 1964 budget, that a sum of $100,000. be appropriated to Schedule A-1 Permanent Employees in anticipation of salary increases. On query by Mr. Olesen as to whether or not the tax rate has been set, Mayor Crane replied in the affirmative. Mr. Olesen then asked and received unanimous consent to withdraw his motion.

Question came on a motion by Mrs. Ackermann to adopt the Superintendent's recommendation that for the purpose of increasing the efficiency of the department that a permanent full-time junior clerk-typist be employed at the Library at the High & Latin School; one permanent part-time junior clerk-typist be employed for the freshman-sophomore guidance personnel; one permanent part-time junior clerk-typist be employed for the junior-senior guidance personnel; one part-time junior clerk-typist be employed for the departmental directors; three (3) part-time junior clerk-typists be employed for the elementary schools; and further, that civil service be requisitioned for the appropriate lists to fill these positions. A motion by Mr. Olesen to place Mrs. Ackermann's motion on the table, failed of adoption on the following roll-call: Mr. Olesen voting "Yea;" Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay." On the following roll-call it was then voted to adopt Mrs. Ackermann's motion: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Yea;" Mr. Olesen and Mayor Crane voting "Nay." A motion by Mrs. Ackermann to suspend the rules for the purpose of moving reconsideration at this meeting, failed of adoption.

On the following roll-call it was voted to adopt a motion by Mr. McMahon to adopt the Superintendent's recommendation appointing a Board of Examiners for the position of Guidance Counsellor, as set forth in the minutes of the meeting of February 4, 1964: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Olesen "Absent."

Tabled Matters:

On motion by Mr. Olesen it was voted to take from the table the motion "that the services of a qualified consultant be engaged for the purpose of aiding the School Committee to (1) establishment of a Guidance Program and/or Guidance Department; (2) Requirements of applicants for positions of Guidance Counsellors; (3) Selection of a Board of Examiners to conduct the examination for Guidance Counsellors. Cost of the services for said consultant shall be paid from funds from PL874 and shall not exceed the sum of $5,000.00. Mr. Olesen asked and received unanimous consent to withdraw this motion.

NEW BUSINESS

Mrs. Ackermann moved that the School Committee record itself as favoring a hot lunch program for all schools eventually, and for the Haggerty School immediately, and so inform the City Manager. Mr. Olesen placed objection against action at this meeting and the chairman ordered the motion laid on the 'calendar' as required by the rules.

Mrs. Ackermann moved that the school committee request the Superintendent to confer with representatives of the Cambridge Gas and Electric Company, or other similarly qualified advisers, and report back within a month on the advisability of establishing a central kitchen, from the point of view of economics and convenience, to supply hot lunches to every school that does not now have a hot lunch program, rather than providing a separate kitchen in each new school. Mr. Olesen objected to action at this meeting and the chairman ordered the motion laid on the 'calendar' as required by the rules.

On motion offered jointly by Mrs. Ackermann and Mr. Solomons it was voted to adopt the following resolution:

WHEREAS: Citizens of the Commonwealth of Massachusetts have historically been leaders in the fight to recognize the dignity of every human being, and

WHEREAS: In this Commonwealth, Negroes have attained not only to high elective office but to positions as doctors, architects, scientists, engineers, professors and other positions of dignity and service to the community, and

WHEREAS: Few, if any, of the available illustrated readers and other school texts present an accurate picture of the integrated way of life that is possible and actual in our Commonwealth, and

WHEREAS: We believe that integrated textbooks are desirable for all students,
Now, therefore be it

RESOLVED: That the Massachusetts Association of School Committees appoint a subcommittee to confer with publishers on producing textbooks that portray adults and children of all races as they live in our urban communities, and report back any findings and recommendations to the next annual meeting.

Mrs. Ackermann moved that it be the policy of the School Committee that each separate elementary school, kindergarten through 8th grade, shall have its own full-time master on the salary scale indicated by the rules of the School Committee. Objection having been placed against this motion, the chairman ordered laid on the 'calendar' as required by the rules.

On motion by Mr. Olesen it was voted that with relation to the special sub-committee appointed by the City Council to confer with Charles Whitlock, City Manager John Curry and Supervisor of Recreation Wm. Cleary, relative to an offer made by Harvard University to erect a new shelter at Corp. Burns Playground to replace the existing building, that the City Council consider the advisability of enlarging this sub-committee to include a member of the School Committee (to be appointed by the chairman), a member of the faculty of the Houghton School and a representative of some religious institution, having a youth activities program in this district.

Mr. Olesen moved that the Superintendent of Schools be instructed to take no action with reference to a census of school children proposed by the Commissioner of Education, until he has discussed the matter fully with the School Committee. Mr. Solomons placed objection against this motion and the chairman ordered the motion placed on the 'calendar' as required by the rules.

A motion by Mr. Olesen that the City Solicitor be requested to render an opinion as to whether or not the Superintendent can legally give the census information requested by the Commissioner of Education, failed of adoption on the following roll-call: Mrs. Ackermann and Mr. Olesen voting "Yea;" Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay;" Mr. Fitzgerald "Absent."

On motion by Mr. McMahon it was voted that all public schools be closed at noontime, March 17, 1964 Evacuation Day, in order that pupils and teachers who so desire may participate in this annual celebration; and, further, that the Superintendent and Chief Custodian shall be authorized to excuse the civil service personnel wherever feasible.

Mr. Solomons moved that the Cambridge School Committee extend a cordial invitation to Dr. Nathan Wright, consultant on Compensatory Education and Staff Research Associate to the Mass. Education Study Commission, to present a talk on "Facing Future Guidance Needs" in the School Committee rooms, 1700 Cambridge Street, Cambridge, on Wednesday, March 18 at 7:45 p.m., and that Superintendent John M. Tobin, Dr. Ruth Boland and her Staff, all high school headmasters, elementary masters, assistant headmasters in the high schools, Deans, and other members of the administrative staff be invited to attend this lecture. Mr. Olesen objected to action at this meeting and the chairman ordred the motion placed on the 'calendar' as required by the rules.

On motion by Mr. McMahon it was voted that the City Manager, before proceeding further with the present 8-room plan for the new addition to the M. E. Fitzgerald School, be requested to have the architect redraw and redesign the present plans so as to include at least four additional classrooms for a total of twelve new classrooms and that the City Manager be requested to report to the School Committee the approximate date the architect will be able to present the new 12-room plan for consideration by the School Committee; and, further, that in the interim the City Manager discuss this matter with the School Building Advisory Committee.

Mr. Duehay and Mr. Solomons presented their respective proposed new salary schedules, set forth in detail below, and there being no objection the chairman ordered these proposed schedules placed on the 'calendar':

MR. DUEHAY:

WHEREAS: A progressive school system must continuously examine its salary schedule to remain competitive with surrounding communities and to reward loyal service; and

WHEREAS: School Committeeman McMahon has brought to the attention of the Cambridge School Committee certain inequities: (1) the low minimum and maximum salaries; (2) the small increment now awarded to holders of the Master's Degree; (3) the lack of any salary increment for personnel who have studied beyond the Master's degree; and

WHEREAS: It is generally thought that professional school salary policy takes into consideration both long service and advanced preparation while at the same time it keeps minimum salary competitive:

THEREFORE: It is moved that the following salary schedule be adopted effective September 1, 1964, the funds during fiscal 1964 to be paid from outages in the A-1 account and from funds available from the P.L. 874 account:

Bachelor's Degree and Equivalent

Beginning salary	$5100
Step 1	5300
Step 2	5500
Step 3	5800
Step 4	6100
Step 5	6400
Step 6	6700
Step 7	7000
Step 8	7300
Step 9	7600
Step 10	7900
Step 11	8200

It is further moved that the increment awarded teachers with a Master's degree be increased from $200 to $400.

It is further moved that a new category, called "Master's degree plus 30 hours" be established, and that personnel who have completed 30 semester hours of graduate work beyond the Master's degree, which in the judgment of the Staff Council on Personnel Development represents an integrated pattern of professional graduate study designed to advance one's preparation in teaching, guidance, administration, or supervision, be awarded an additional increment of $200 and be required to earn 1 credit to acquire the increment.

It is further moved that personnel holding the doctorate degree, which in the judgment of the Staff Council on Personnel Development represents an integrated pattern of professional graduate study designed to advance one's preparation in teaching, guidance, administration, or supervision, be awarded an additional increment of $400 and be required to earn 1 credit to acquire the increment.

It is further moved that the Staff Council on Personnel Development be instructed forthwith to survey the professional staff to determine the number of teachers who possess the required 30 hours of graduate work beyond the Master's degree and the number who possess the earned doctorate, in conformity with the requirements set forth herein.

It is further reaffirmed and moved that all graduate work referred to above be taken at a college or university approved not only by Division of Teacher Certification and Placement, Massachusetts Department of Education, but also accredited by the New England Association of Colleges and Secondary Schools, or one or another of the comparable regional accrediting associations; and/or by the National Council for Accreditation of Teacher Education.

MR. DUEHAY'S PLAN

Bachelor Degree

Step	Present Salary	Proposed Salary	Amount Increase	Number Teachers	Amount Required 1965	Amount Required Sept.-Dec. 1964
Appt.	$4,900.	$5,100.	$200.	42	$ 8,400.	$ 2,800.
1	5,100.	5,300.	200.	31	6,200.	2,066.
2	5,300.	5,500.	200.	32	6,400.	2,133.
3	5,600.	5,800.	200.	24	4,800.	1,600.
4	5,900.	6,100.	200.	17	3,400.	1,133.
5	6,200.	6,400.	200.	5	1,000.	333.
6	6,500.	6,700.	200.	5	1,000.	333.
7	6,800.	7,000.	200.	6	1,200.	400.
8	7,100.	7,300.	200.	6	1,200.	400.
9	7,300.	7,600.	300.	8	2,400.	800.
10	7,500.	7,900.	400.	3	1,200.	400.
11	7,700.	8,200.	500.	128	64,000.	21,333.
					$101,200.	$33,731.

Master Degree

Step	Present Salary	Proposed Salary	Amount Increase	Number Teachers	Amount Required 1965	Amount Required Sept.-Dec. 1964
Appt.	$5,100.	$5,500.	$400.	3	$ 1,200.	$ 400.
1	5,300.	5,700.	400.	2	800.	266.
2	5,500.	5,900.	400.	8	3,200.	1,066.
3	5,800.	6,200.	400.	7	2,800.	933.
4	6,100.	6,500.	400.	11	4,400.	1,466.
5	6,400.	6,800.	400.	9	3,600.	1,200.
6	6,700.	7,100.	400.	7	2,800.	933.
7	7,000.	7,400.	400.	9	3,600.	1,200.
8	7,300.	7,700.	400.	9	3,600.	1,200.
9	7,500.	8,000.	500.	4	2,000.	666.
10	7,700.	8,300.	600.	1	600.	200.
11	7,900.	8,600.	700.	154	107,800.	35,933.
					$136,400.	$45,463.

MR. DUEHAY'S PLAN

ADMINISTRATIVE

(Based on Maximum Teacher Salary with Bachelor Degree $8,200.)

Group	Ratio	Present Salary	Proposed Salary	Amount Increase	Number Admin.	Required 1965	Required Sept.-Dec. 1964
1	1.20	$ 9,240.	$ 9,840.	$600.	19	$11,400.	$ 3,800.
2	1.40	10,780.	11,480.	700.	26	18,200.	6,066.
3	1.50	11,550.	12,300.	750.	2	1,500.	500.
4	1.55	11,935.	12,710.	775.	2	1,550.	516.
						$32,650.	$10,882.

SUMMARY

	Required 1965	Required Sept.-Dec. 1964
Teachers — Bachelor Degree	$101,200.	$33,731.
Teachers — Master Degree	137,300.	45,763.
Administrative	32,600.	10,882.
	$271,150.	$90,376.

SALARY SCHEDULE PROPOSED BY SCHOOL COMMITTEEMAN GUSTAVE M. SOLOMONS:

Bachelor Degree

Step	Present Salary	Proposed Salary	Amount Increase	Number of Teachers	Amt. Required 1965	Amt. Required Sept.-Dec. 1964
Appt.	$4,900.	$5,100.	$200.	42	$ 8,400.	$ 2,800.
1	5,100.	5,300.	200.	31	6,200.	2,066.
2	5,300.	5,500.	200.	32	6,400.	2,133.
3	5,600.	5,800.	200.	24	4,800.	1,600.
4	5,900.	6,200.	300.	17	5,100.	1,700.
5	6,200.	6,500.	300.	5	1,500.	500.
6	6,500.	6,800.	300.	5	1,500.	500.
7	6,800.	7,100.	300.	6	1,800.	600.
8	7,100.	7,400.	300.	6	1,800.	600.
9	7,300.	7,600.	300.	8	2,400.	800.
10	7,500.	7,800.	300.	3	900.	300.
11	7,700.	8,000.	300.	128	33,400.	12,800.
					$79,200.	$26,399.

Master Degree

Step	Present Salary	Proposed Salary	Amount Increase	Number of Teachers	Amt. Required 1965	Amt. Required Sept.-Dec. 1964
Appt.	$5,100.	$5,400.	$300.	3	$ 900.	$ 300.
1	5,300.	5,600.	300.	2	600.	200.
2	5,500.	5,800.	300.	8	2,400.	800.
3	5,800.	6,100.	300.	7	2,100.	700.
4	6,100.	6,500.	400.	11	4,400.	1,466.
5	6,400.	6,800.	400.	9	3,600.	1,200.
6	6,700.	7,100.	400.	7	2,800.	933.
7	7,000.	7,400.	400.	9	3,600.	1,200.
8	7,300	7,700.	400.	9	3,600.	1,200.
9	7,500.	7,900.	400.	4	1,600.	533.
10	7,700.	8,100.	400.	1	400.	133.
11	7,900.	8,300.	400.	154	61,600.	20,533.
					$87,700.	$29,198

MR. SOLOMONS' PLAN

ADMINISTRATIVE: Ratio based on maximum for teacher with bachelor degree ($8,000.)

Group	Ratio	Present Salary	Proposed Salary	Amount Increase	Number Admin.	Required 1965	Required Sept.-Dec. 1964
1	1.20	$ 9,240.	$ 9,600.	$360.	19	$ 6,840.	$2,280.
2	1.40	10,780.	11,200.	420.	26	10,920.	3,640.
3	1.50	11,550.	12,000.	450.	2	900.	300.
4	1.55	11,935.	12,400.	465.	2	930.	310.
						$19,590.	$6,530.

CIVIL SERVICE

147 employees — total payroll $669,447. 7% increase $48,860. $15,620.

TOTAL COST FOR 1964:

Teachers — Bachelor Degree	$26,399.
Teachers — Master Degree	29,198.
Administrative	6,530.
Civil Service	15,620.
	$77,747.

It was voted to convene in executive session.

Executive Session

On motion by Mr. McMahon it was voted on the following roll-call that William H. Lackie, junior building custodian assigned to the M. E. Fitzgerald School, be granted leave of absence without loss of salary for a period of two months from March 5, 1964, because of serious illness: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald "Absent." The rules having been suspended, a motion by Mr. McMahon to reconsider this vote, hoping same would not prevail, failed of adoption.

The Superintendent presented a letter from Rabbi Julian F. Feingold, of Pacific Palisades, California, informing him that a group of high school students were planning a trip across the United States under the title "Wagon Trails U.S.A." and planned to be in Cambridge on July 16 and 17 and requesting the use of one of our schools to house these boys during their stay. The Superintendent recommended that this group be granted the use of the gymnasium of the Morse School for this purpose and that Rabbi Julian F. Feingold be extended a cordial invitation to the City of Cambridge. On motion by Mr. Olesen it was voted to adopt the Superintendent's recommendation.

On motion by Mr. Olesen it was voted to adopt a recommendation of the Director of Physical Education & Athletics, concurred in by the Superintendent, that Joseph Cincotta, teacher in the Physical Education Department, be appointed elementary baseball coach for the 1964 season: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald "Absent."

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that Ethel M. Cooper, teacher at the Longfellow School who will reach retirement age on May 21, 1964 be employed to the end of the school year in June 1964 and that the Mass. Teachers Retirement Board be requested for permission to so employ her in accordance with the provisions of Chap. 348 of the Acts of 1954.

On motion by Mr. Olesen it was unanimously voted to suspend the rules for the purpose of changing the date of the next regular meeting. On motion by Mr. Olesen it was voted that the next regular meeting of the School Committee be held on Tuesday, March 24, 1964, at the time and place appointed by the rules of the committee.

It was voted to reconvene in regular session.

On motion by Mr. Duehay it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE

(Official Report)

Tuesday, March 24, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons.

Vice-Chairman Solomons in the chair.

On motion by Mr. Duehay it was voted that the minutes of the meeting of March 3, 1964 be approved as printed.

There being no objection the chairman ordered placed on file a communication from Wm. H. Lackie, custodian at the M. E. Fitzgerald School, thanking the committee for granting him leave of absence without loss of salary.

A communication was received from National School Boards Association advising that it would not be possible to fill our order for copies of "How To Develop Written Policies" unless the Reference Manual On Written School Board Policies was first purchased as a basic unit. On motion by Mrs. Ackermann it was voted on the following roll-call that "Reference Manual On Written School Board Policies" be purchased at a cost not to exceed $35.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Vice-Chairman Solomons voting "Yea;" Mr. Olesen and Mayor Crane "Absent."

On motion by Mr. Duehay it was voted on the following roll-call to approve the Chief Custodian's recommendation that Walter Lucey, fireman assigned to the High & Latin School, be paid for work performed on New Year's Day, beyond his regular work week, eight hours at time and one-half or $4.12 per hour for a total of $32.96: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Vice-Chairman Solomons voting "Yea;" Mr. Olesen and Mayor Crane "Absent."

On motion by Mrs. Ackermann it was voted to grant the request of the Russell School P.T.A. that they be granted a hearing at the next meeting of the School Committee.

The Superintendent reported the marriage of Mary Theresa Lally, teacher at the M. E. Fitzgerald School, to Richard H. Thompson, on February 8, 1964, and that her name will now appear on our records as Mary T. Thompson.

The Superintendent regretfully reported the death, on March 21, 1964, of Adele R. Wood, teacher at the High & Latin School for thirty years; and of Dr. Dalton C. O'Brien, Posture-Corrective Physician in the Physical Education Department for twenty-five years. On motion by Mr. Fitzgerald it was voted to express to the next of kin the School Committee's sincere sorrow upon learning of their death.

On motion by Mr. Fitzgerald it was voted to accept the resignation of Ann L. (Egan) Sartanowicz, teacher at the Fletcher School since 1962.

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation that pupils of both high schools be granted permission to participate, on a voluntary basis, in an Essay Contest sponsored by the Irish-American Associates of Middlesex County, title of essay to be "What President Kennedy Meant To Me."

Relative to the voluntary contribution of funds for the John F. Kennedy Memorial Library, the Superintendent reported receipt of the following checks from the Harvard Trust Company:

Cash contributions from Cambridge School Children	$1,228.24
Individual contribution by check	5.00
Personal contribution by check	1.00
TOTAL	$1,234.24

The Superintendent presented the following dates for the Spring Parent-Teacher-Pupil Meetings:

C. G. Harrington	April	6	Monday	7:30 p.m.
Abraham Lincoln	April	7	Tuesday	7:30 p.m.
Agassiz	April	7	Tuesday	8:00 p.m.
Longfellow	April	7	Tuesday	7:15 p.m.
Peabody	April	7	Tuesday	7:30 p.m.
Putnam	April	7	Tuesday	7:00 p.m.
Thorndike	April	7	Tuesday	7:30 p.m.
Webster	April	7	Tuesday	7:30 p.m.
Rindge Technical	April	8	Wednesday	7:00 p.m.
Vocational School for Boys	April	8	Wednesday	7:00 p.m.
High & Latin	April	9	Thursday	7:00 p.m.
Haggerty	April	13	Monday	7:30 p.m.
M. E. Fitzgerald	April	14	Tuesday	7:30 p.m.
Morse	April	14	Tuesday	7:30 p.m.
Vocational School for Girls	April	14	Tuesday	7:30 p.m.
Russell	April	14	Tuesday	7:30 p.m.
Houghton	April	15	Wednesday	7:15 p.m.
Roberts	April	15	Wednesday	7:30 p.m.
Fletcher	April	16	Thursday	7:30 p.m.

The chairman ordered laid on the 'calendar' as required by the rules, the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY McGRAW-HILL BOOK CO.
Architectural Drawings for the Building Trades, by Kenney & McGrail

The Superintendent presented a communication from Rabbi Julian F. Feingold, acknowledging receipt of the vote of the committee permitting his Wagon Trails U. S. A. to use the Morse School upon their arrival in Cambridge and agreeing to pay any custodian fee.

There being no objection the chairman ordered laid on the 'calendar' bids received for furnishing dishwasher equipment for the High & Latin School cafeteria.

The Superintendent announced that Student Government Day will be held on Monday, April 13. Plymouth-Carver Regional High and Maynard High School will be guests of High & Latin and Rindge Technical School. Mayor Crane extends an invitation to the members of the School Committee to attend a dinner he is giving to these pupils at the Morse School at 6 p.m.

On motion by Mr. Duchay it was voted to refer to the Superintendent with power a communication received Phillips Brooks House, Harvard University, relative to a recreation program they are sponsoring at Roosevelt Towers.

On motion by Mrs. Ackermann it was voted to commend and congratulate the following students of the Cambridge High & Latin School for their exceptional achievements in the recent College Entrance Examinations:

Adamowicz, Leonard
Bacon, Marsha
Beck, John
Burns, Robert
Cullison, Sandra
Cunningham, Caroline
Fariato, Umberto
Faubert, Roland
Gallup, Dana
Gillis, Nancy
Glavin, Anthony
Halliday, Kenneth
Harris, Perry
Hathaway, Nancy
Herman, Anita
Jackson, Carol
Klein, Mary
Koocher, Gerald
Lipkin, Arthur
Lyons, Patricia
Magnaghi, Joseph
McDonald, Michael
Pembroke, Elizabeth
Petow, Patricia
Shevack, Robert
Skinner, Sheri
Specter, Jane
Spiller, Naomi
von Stein, Edward
Woveris, Mary-Louise
Zadeh, Stella

— and, further, that the Headmaster of the High & Latin School be requested to extend the School Committee's good wishes at an assembly of the students.

Conforming to an order of the School Committee adopted at the meeting of March 3, 1964, the Superintendent recommended that (1) During the school year for all personnel on the salary ratio above the rank of teacher, the hours will be from 8:15 a.m. to 4:00 p.m. on Monday through Thursday; 8:15 a.m. to 3:00 p.m. on the last day of each school week. (This rule does not apply in vacation periods during the school year). (2) It is recommended that all personnel on the salary ratio above the rank of teacher report on August 15 and that the hours from August 15 to the opening of school (Mondays through Fridays) will be established as follows: from 9:00 a.m. to 3:00 p.m. with one hour for lunch. A motion by Mr. Duehay to adopt the Superintendent's recommendation failed of adoption on the following roll-call: Mrs. Ackermann, Mr. Duehay and Vice-Chairman Solomons voting "Yea;" Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Nay;" Mayor Crane "Absent."

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

Mrs. Ackermann moved adoption of the motion presented at the meeting of March 3, 1964, "That the School Committee record itself as favoring a hot lunch program for all schools eventually, and for the Haggerty School immediately, and so inform the City Manager." On motion by Mr. Olesen it was voted to refer this proposed motion to the Superintendent for report at the meeting of the Advisory Committee on School Building Program scheduled for April 1, 1964.

It was voted to adopt a motion presented by Mrs. Ackermann at the meeting of March 3, 1964, "That the School Committee request the Superintendent to confer with representatives of the Cambridge Gas & Electric Company, or other similarly qualified advisors, and report back within a month, on the advisability of establishing a central kitchen, from the point of view of economics and convenience, to supply hot lunches to every school that does not now have a hot lunch program, rather than providing a separate kitchen in each new school."

Question came on a motion presented by Mrs. Ackermann at the meeting of March 3, 1964, "That it be the policy of the School Committee that each separate elementary school, kindergarten through 8th grade, shall have its own full-time master on the salary scale indicated by the rules of the School Committee." Mr. Olesen moved that this matter be referred to the Superintendent for report. After debate Mr. Olesen asked and received unanimous consent to withdraw his motion "to refer." It was then voted to adopt Mrs. Ackermann's motion. The rules having been suspended a motion by Mr. Olesen to reconsider the vote adopting Mrs. Ackermann's motion, hoping same would not prevail, failed of adoption.

Mr. Olesen asked and received unanimous consent to withdraw a motion presented at the meeting of March 3, 1964, "That the Superintendent of Schools be instructed to take no action with reference to a census of school children proposed by the Commissioner of Education, until he has discussed the matter fully with the School Committee."

Question came on a motion by Vice-Chairman Solomons presented at the meeting of March 3, 1964, "That the Cambridge School Committee extend a cordial invitation to Dr. Nathan Wright, consultant on Compensatory Education and Staff Research Associate to the Mass. Education Study Commission, to present a talk on "Facing Future Guidance Needs" in the School Committee rooms, 1700 Cambridge Street, Cambridge, on Wednesday, March 18, at 7:35 p.m., and that Superintendent John M. Tobin, Dr. Ruth Boland and her staff, all high school headmasters, elementary masters, assistant headmasters in the high schools, Deans and other members of the administrative staff be invited to attend this lecture." On motion by Mr. Solomons it was voted to amend this motion by changing the date from March 18 to April 14. Mr. Olesen objected to action on the amended motion at this meeting and the chairman ordered the motion placed on the 'calendar.' On the following roll-call it was voted to suspend the rules for the purpose of taking action on Mr. Solomons motion as amended at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Vice-Chairman Solomons voting "Yea;" Mr. Olesen voting "Nay;" Mayor Crane "Absent." It was then voted to adopt Vice-Chairman Solomons' motion as amended.

On motion by Mr. Duehay it was voted to lay on the table proposed new salary schedules presented by Mr. Duehay and Mr. Solomons at the meeting of March 3, 1964.

Tabled Matters:

On motion by Mr. Fitzgerald it was voted to take from the table bids received for furnishing Insurance and inspection of boilers; cleaning and reconditioning athletic clothing; and athletic equipment.

On motion by Mr. Fitzgerald it was voted on the following roll-call that the contract for Insurance and Inspection of School boilers and tanks for a three-year period, from March 23, 1964, be awarded to the lowest responsible bidder, W. T. Phelan & Company, 11 Dunster Street, Cambridge, Mass., for a premium of $2,334.65: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons voting "Yea;" Mayor Crane "Absent." The rules having been suspended a motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted on the following roll-call to award the contract for cleaning and reconditioning athletic (football) equipment to the lowest responsible bidder as recommended by the Director of Physical Education and Athletic Activities: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons voting "Yea;" Mayor Crane "Absent."

On motion by Mr. Fitzgerald it was voted on the following roll-call to award the contract for furnishing athletic equipment to the lowest responsible bidder, except where the lowest responsible bidder failed to meet specifications, in which case the award to go to the next lowest bidder, as recommended by the Director of Physical Education and Athletic Activities: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mr. Solomons voting "Yea;" Mayor Crane "Absent."

NEW BUSINESS

On motion by Mr. McMahon it was voted that the Superintendent and the Chief Custodian be authorized to excuse civil service personnel on Good Friday, March 27, 1964, wherever they deem it feasible.

Mr. Olesen moved that in view of the fact that the Cambridge School Department is assuming the major portion of the cost of the Summer Science School to be held this year at the Morse School under the auspices of the Educational Services, Inc., i.e., providing the building, heat, light, electricity, maintenance, as well as paying the salaries of the teachers selected for this course, that all tuition paid by students attending these classes shall be deposited with the City Treasurer to the account of the Cambridge School Department; and, further, that any student desirous of attending these classes and who meets all the requirements for entrance but who is financially unable to meet the tuition cost, shall be admitted to the class to which he is to be assigned without payment of tuition. On motion by Mrs. Ackermann it was voted that this proposed motion be referred to the Superintendent for report.

On the following roll-call it was voted NOT to adopt a motion by Mr. Olesen that no applications shall be accepted for the examinations for the position of Guidance Counselor and School Adjustment Counselor until after the receipt of the Superintendent's recommendation of authorities in the field of Guidance and the requested report on the programs outlined and an evaluation of the strengths and weaknesses of these programs according to the consultant's considered judgment and the Superintendent's recommendation outlining such improvements as they believe to be indicated, being sure to include a listing of job positions, etc.: Mr. Olesen voting "Yea;" Mr. Duehay, Mr. McMahon and Vice-Chairman Solomons voting "Nay;" Mrs. Ackermann and Mr. Fitzgerald "Present;" Mayor Crane "Absent."

On motion by Mrs. Ackermann it was voted that the PTA Council and presidents of Parent-Teacher Associations be informed that the School Committee will not invite the Parent-Teacher Associations as a body to a school committee meeting this year, but will always be grateful for, and willing to listen to, specific suggestions from individual PTA's or, preferably, general suggestions routed through the Parent-Teacher Council.

It was voted to convene in executive session.

EXECUTIVE SESSION

Notice was received from the Teachers' Retirement Board granting permission for the continued employment to the end of the present school year of Ethel M. Cooper, teacher at the Longfellow School.

On motion by Mr. Fitzgerald it was voted that the members of the Cambridge School Committee and the Secretary of the School Committee be authorized to attend the annual convention of the National School Boards Association to be held at Houston, Texas, April 25 through April 28, 1964; and, further, that a sum not to exceed $750.00 per person shall be advanced against expenses: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons voting "Yea;" Mayor Crane "Absent."

The Superintendent presented a petition from Grace C. Brogan, teacher of Corrective Speech in the Bureau of Pupil Services, requesting leave of absence without loss of salary because of an accident she suffered which caused her to be absent from her duties. On motion by Mr. Fitzgerald it was voted that this petition be laid on the table.

On the following roll-call it was voted to adopt a motion by Mrs. Ackermann to approve the recommendation of the Director of Physical Education and Athletic Activities that Stephen Smalley, teacher at Rindge Technical School, be appointed to fill the vacancy in the position of elementary Baseball Coach: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons voting "Yea;" Mayor Crane "Absent."

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation that Louis N. Fougere, Master of the M. E. Fitzgerald School be authorized to attend the New Mathematics Institute For Grades Kindergarten through Six, conducted by Science Research Associates at Exeter, New Hampshire, during the week of June 22 to June 26, 1964, and that the tuition cost of $70.00 be paid by the Cambridge School Department.

Conforming to an order that he nominate two authorities in the field of Guidance to be engaged to conduct a survey on Guidance as outlined in the motion passed at the meeting of March 3, 1964, the Superintendent recommended that the following persons be engaged to conduct the proposed survey:

Dr. William C. Cottle
B.S. — Syracuse University
M.S. — Syracuse University
Ed.M. — Syracuse University
Director of Counsellor Education and Counselling Psychology Program, Boston College

Dr. Frances E. Dunn
A.B. — Brown University
A.M. — Brown University
Ed.D. — Harvard University
Director of Educational Measurement, Brown University
Director — College Research Center and Associate Professor of Educational Psychology, Brown University

There being no objection the chairman ordered the foregoing recommendation from the Superintendent placed on the "Calendar."

On motion by Mr. Olesen it was voted to reconvene in regular session.

On motion by Mr. Olesen it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, April 7, 1964

Regular Meeting:

Members Present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mrs. Ackermann it was voted to suspend the regular order of business for the purpose of conducting the hearing granted to the Russell School Parent's Association.

Mr. David Wiley, representing the Russell P.T.A., presented a resolution adopted by the Russell P.T.A., and set forth in its entirety below, and the following persons appeared in support of the Resolution:

William Cobham
131 Fayerweather Street

Mrs. Catherine Dines
56 Chilton Street
President-Russell P.T.A.

Leo Poverman
213 Brattle Street

Bernard Klim
12 Chilton Street

Fred Mannix
1a Field Street

Mrs. Mary O'Hanesian
71 Grozier Road

Richard Hudner
47 Vassal Lane

RESOLUTION OF RUSSELL SCHOOL P.T.A.

Preamble

A steering committee of the Russell School Parent-Teachers Association was appointed by the Executive Committee to determine how the P.T.A. could most effectively and appropriately contribute support, assistance and encouragement to the pupils and faculty of the school. The steering committee conducted a survey of the school plant and was favorably impressed by the classroom facilities and by the efforts of the faculty and administration to maintain the prevailing healthy atmosphere for learning. Also, it seemed apparent that at Russell School the traditional "3-R" subjects are complemented by an attempt to expand the cultural horizons of the students and awaken and stimulate them to their own best abilities and potentialities.

The survey also revealed that some additional facilities, commonly accepted as necessary in modern elementary education for the purposes referred to above, are urgently required.

Library

In 1960 the American Library Association, in a publication "Standards for School Library Programs" recommended for elementary schools the size of Russell School a library of 6,000 to 10,000 books. At present Russell School has about 500 books, not centralized in a library. To impart the habit of reading for pleasure is the surest single guarantee that a child always will perform at his best in school, because only that habit supplies the hours of practice necessary to create a rapid, accurate reader. High schools are increasingly relying on library research assignments to develop independent, creative work habits, and elementary school is where the effective high school studnt-to-be develops his skills. Reading also is the most long-lasting, cheapest, self-satisfying recreation, and the most effective antidote to television.

Science Teaching Facilities

The "scientific method" — reasoning general principles from known facts — has become important as never before, for the national interest as well as for its effectiveness in training the mind. Postponing until high school or college the use of demonstrative apparatus which can help create habits of reasoning in a scientific manner is wasteful of the formative years. The success of our children in high school and college, and the availability to them of many of the best jobs available in our time — in science and engineering — will be additional rewards for keeping this aspect of our facilities up to date.

Cafeteria

In an article recently published in the *Boston Globe* entitled "Brain Needs Good Lunch," Dr. Frederick J. Stare stated:

> "One-third of the day's nutrient requirements should be supplied at lunch time. By mid-day reserves are exhausted and must be replaced.
>
> "That is why a good school lunch is essential for prime efficiency and good health. That is why it is good sense to support local and Federal School lunch programs."

The old saying "The spirit is willing but the flesh is weak" is a non-medical expression of the same facts. The effort to get our youngsters to school every morning, pay for the facilities, require the children sit through countless hours and years of the educational process — is all futile to the extent that we have not fueled their bodies to use their brains. A gobbled peanut butter sandwich at one's desk is not a parent's lunch and it should not be the child's. A hot lunch program is therefore considered essential.

Conclusion

One or more of the three aids to elementary education discussed above have become part of elementary education in some of the Cambridge public schools and should be a part of Russell School as well. Since the survey revealed no expansion room at Russell School in which might be installed any of the three facilities referred to, to add to the existing school building appears the only way to secure any of them. Accordingly, the following resolution is recommended to the Russell School PTA by the steering committee.

Resolution

> That the Russell School Parent-Teachers Association hereby adopts the findings and conclusions of the Steering Committee, contained in the foregoing Preamble, and that it be recommended to the School Committee that during the current school year there be scheduled for inclusion at Russell School an addition to the existing building, or a remodeling of the existing plant, sufficient to house and equip a library, a science teaching room, and a cafeteria.

On motion by Mr. Olesen it was voted that the foregoing resolution received from the Russell School P.T.A. be referred to the School Building Advisory Committee.

The Chairman declared the hearing closed and expressed the Committee's appreciation to the members of the Russell School P.T.A. for their interest.

It was voted to resume the regular order of business.

Having filed the proper notice required by the rules, Mrs. Ackermann moved reconsideration of the vote by which it was voted NOT to adopt the motion "To adopt the Superintendent's recommendation that (1) During the school year for all personnel on the salary ratio above the rank of teacher the hours will be from 8:15 a.m. to 4:00 p.m., on Monday through Thursday; 8:15 a.m. to 3:00 p.m. on the last day of each school week. (This rule does not apply in vacation periods during the school year.) (2) It is recommended that all personnel on the salary ratio above the rank of teacher report on August 15th and that the hours from August 15 to the opening of school (Mondays through Fridays) will be established as follows: from 9:00 a.m. to 3:00 p.m. with one hour for lunch." On the recurring question Mrs. Ackermann moved that the matter be referred back to the Superintendent for further study and recommendation to the School Committee. A motion "for the previous question" having prevailed it was voted to adopt Mrs. Ackermann's motion to refer to the Superintendent.

On motion by Mr. Solomons it was voted that the minutes of the meeting of March 24, 1964 be approved as printed.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent reported the resignation of Mary F. (Gill) Mullaney, teacher at the Longfellow School, effective April 1, 1964. On motion by Mr. Fitzgerald it was voted to accept the resignation.

The chairman ordered laid on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY GLOBE BOOK CO.
Exploring American History, by Schwartz-O'Connor

PUBLISHED BY HARPER & ROW
From Codes to Captains, Gr. 4, by O'Donnell, et al
From Actors to Astronauts, Gr. 5, by O'Donnell, et al
From Coils to Kings, Gr. 6, by O'Donnell, et al
Today's Basic Science, Grds. K-6
Basic Social Studies, by Durell, et al, Grds. K-6

PUBLISHED BY L. W. SINGER CO.
Enjoying English Grds. 9-12, 4th Ed., by Wolfe, et al
Basic Life Science, by MacCracken, et al
Basic Earth Science, by MacCracken, et al
Basic Physical Science, by MacCracken, et al
Modern Basic Mathematics, Book 1, Skeen, Whitmore

PUBLISHED BY PRENTICE-HALL, INC.
Biology and Human Progress, 3rd Ed., by Eisman & Tanzer
Physical Science for Progress, 2nd Ed., by Pella & Wood
Science In Action, by Stone
Science You Can Use, 2nd Ed., by Stone & Stephenson
Contemporary Mathematics, First Course & Second Course, by Brown, et al
The New Applied Mathematics, 6th Ed., by Lesley, Mudd & Roger

The Growth of America, 2nd Ed., by Liebman & Young
Our Democracy At Work, by Warren, et al
Our Nation From Its Creation, by Platt & Drummond
Your America, by Anderson & Shufelt
Business and Consumer Arithmetic, 5th Ed., by McNelly, et al
Images of Man by Boynton & Mack
Jack London's The Call of the Wild, Jones
Selected Stories by American Authors, Croft & Croft
Short Stories of the American West, Withers
Stephen Crane's The Red Badge of Courage, Jones
Stories by Edgar Allan Poe, Harris
Stories by Edith Wharton, Croft & Croft
Stories by Jack London, Croft & Croft
Stories by O'Henry, Larsen
Stories by Washington Irving, Croft & Croft
Two Short Novels by Henry James, Carnell

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that the Cambridge Chapter, American Red Cross, be granted permission to distribute through the Cambridge public schools, swimming applications in connection with their Annual Learn To Swim Campaign.

The chairman ordered laid on the 'calendar' in accordance with the rules, the Superintendent's recommendation that the following teachers be re-elected for one year from September 1, 1964, in accordance with the Rules of the School Committee:

HIGH & LATIN
Saul C. Adamsky
Mary E. Brusch
John F. Burke, III
Manuel E. Conceison
Moses Konjoian
Helen L. Mavrides
Nancy M. McMahon
Patricia M. Murphy
John T. Nolan
Jean A. Robinson
Helene L. Schulz
Katherine B. Smith
Margaret M. Tierney
John J. Walsh
Ann R. Welch

RINDGE TECHNICAL
Edward J. Conrad
Angelo J. Kaltosos
Philip W. Natale

ABRAHAM LINCOLN
Margaret A. Carey
Katherine N. Mahoney
Jane K. Rockwell
Christine A. Splaine

AGASSIZ
Elizabeth G. Bolanz
Aloyse P. Curran
Robert D. Sullivan

M. E. FITZGERALD
Frances E. Dewire
Joy C. Marks
Helen M. McGonagle
Marion C. O'Reilly

FLETCHER
Louise E. Terry
Rose C. Toomey

C. G. HARRINGTON
Flora Athanas
John M. Clarke
Ellen Coady
Francis X. Foley
Eloise D. Forte
Ruth W. Seabrook

HAGGERTY
Virginia J. Rosenblatt

HOUGHTON
Mary J. Rogers

LONGFELLOW
Edna C. Beaudoin
Ruth Crawford-Brown
Paula A. Falloni
Lorna M. Larson

MORSE
Ellen K. Mahlowitz
Ellen D. Mann

PEABODY
Peter F. Colleary
Judith D. Higley

ROBERTS
Judith S. Bresnahan
Francis R. Burke
Margaret A. Donnelly
John W. Jordan
Susan G. Mankevetch
Robert H. Reagan
Julianne Tansey

THORNDIKE
Mary R. McCarthy

WEBSTER
Emily M. Gregory
James J. Coady
Eleanora M. Parker

VOCATIONAL SCHOOL FOR GIRLS
Sheila M. Corcoran

ART DEPARTMENT
Phyllis P. Corbin
Robert L. Gedies
Jean M. LaPlant

BUREAU OF PUPIL SERVICES
Paula E. Taff

MUSIC DEPARTMENT
Ann T. Perry

PHYSICAL EDUCATION DEPARTMENT
Brenda M. Joyce

WOODWORKING
Mitchell J. Sartanowicz

The chairman ordered laid on the 'calendar' as required by the Rules, the Superintendent's recommendation that the following teachers, having completed successfully three years' service in the Cambridge public schools, be placed on tenure from September 1, 1964, in accordance with the Rules of the School Committee:

HIGH & LATIN
Katherine F. Beaver
Peter P. Budryk
Janet DeRonde
Anne K. Donahue
William J. Doran
Beverly R. Martin
Marie E. O'Neil

RINDGE TECHNICAL
James P. Culhane
Joseph P. Martignetti
James W. Travers

M. E. FITZGERALD
Brenda J. Allen
Helen C. McLain
Maureen R. O'Connell

FLETCHER
Nancy E. Magee

C. G. HARRINGTON
Frances E. McCauley

HOUGHTON
William J. Donahue, Jr.
Jane A. Robertson

LONGFELLOW
Elizabeth H. McCauley

MORSE
Marie S. Murphy
Mary S. Sayers

PEABODY
Mary M. Splaine

PUTNAM
Daniel J. Gearty

ROBERTS
Denise A. M. Boudreau

RUSSELL
Barbara E. Ferguson

THORNDIKE
Alice M. Bolen
Alice C. Wadden

HOME ECONOMICS
Adrienne S. Wyche

MUSIC DEPARTMENT
John W. R. McKee

PHYSICAL EDUCATION DEPARTMENT
Anne W. Dexter

WOODWORKING
Michael Raulinaitis

The Superintendent extended an invitation to the members of the School Committee to be present at Student Government Exchange Day, on Monday, April 13, 1964, at the Morse School. Dinner will be served at 6 p.m.

The Superintendent reported a change in date for the Russell School Parent-Teacher-Pupil Association Spring Meeting, from Tuesday, April 7 to Tuesday, April 14, at 7:30 p.m.

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that the following dates be approved for Graduation Exercises of the Cambridge High & Latin School and Rindge Technical School:

Cambridge High and Latin School
Monday evening, June 1, 1964, at 6 p.m.
on the Lawn of the War Memorial Building

Rindge Technical School
Tuesday evening, June 2, 1964, at 6 p.m.
on the Lawn of the War Memorial Building

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of March 24, 1964.

On motion by Mr. Fitzgerald it was voted to award the contract for furnishing dishwasher equipment for the High & Latin School Cafeteria to the lowest responsible bidder, Casson Corporation, 755 Concord Avenue, Cambridge, at a price of $3,369.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. McMahon "Absent."

Question came on the Superintendent's recommendation, presented at the meeting of March 24, 1964, "That Dr. Wm. C. Cottle and Dr. Frances E. Dunn be engaged to conduct a survey on Guidance as outlined in the motion adopted at the meeting of March 3, 1964." Mr. Olesen moved that the matter be laid on the table. On the following roll-call the motion to table failed of adoption: Mrs. Ackermann and Mr. Olesen voting "Yea;" Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay;" Mr. McMahon "Absent." On motion by Mr. Duehay it was then voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Olesen "Present;" Mr. McMahon "Absent."

Tabled Matters:

On motion by Mrs. Ackermann it was voted to take from the table a petition from Grace C. Brogan, teacher of Corrective Speech in the Bureau of Pupil Services, requesting leave of absence without loss of salary because of serious illness. It was voted to refer this petition to executive session.

Awaiting Report:

Conforming to an order that he request Civil Service to set up an examination for the position of Business Manager and report to the School Committee his recommendations for a salary scale level and qualifications for this position, the Superintendent presented the following recommendation on qualifications and salary for this position:

> DUTIES: Planning, organizing, directing, co-ordinating and controlling the administrative functions of the School Department under the direction of the Superintendent of Schools.
>
> EXAMPLE OF DUTIES: Fiscal: Control of cash receipts and expenditures within the Department. Preparation of budgetary forecast for submission to the Superintendent and the School Committee and an analysis of actual costs versus budgeted costs, to control department encumbrances based on available appropriations, ability to analyze the feasibility of machine accounting applications from the viewpoint of efficiency and cost. To issue periodic financial reports, monthly cost analysis reports and comparisons of appropriations versus actual expenditures.
>
> PERSONNEL: Direction on executive level of subordinate personnel, to make evaluation of personnel versus previously determined standards of performance, to make requests and recommendations concerning potential personnel.
>
> LIAISON: To prepare and advertise bid proposals for competitive contractural bidding for equipment, textbooks, supplies and transportation, to process all requisitions and purchase orders, to forward periodic listings of available educational texts, teaching aids and supplies to department heads and principals of various schools in the system. To act as liaison between contractor and business representatives conducting or applying for business with the School Department.

ENTRANCE REQUIREMENTS: Applicants must have at least six years of full-time, paid experience within the last ten years in an administrative, executive or other highly responsible capacity in accounting, business administration, public administration or personnel management.

Substitution: Applicants must hold a Bachelor's Degree in business administration from a four-year degree granting institution majoring in accounting or business management and the minimum of two years of full-time, paid experience in a position requiring supervision of subordinate personnel requiring a detailed knowledge of business methods, accounting systems and cost accounting control procedure.

SALARY: $8,000. minimum — $10,000. Maximum — $500. Annual Increments

VACANCY: One Male.

On motion by Mrs. Ackermann it was voted to amend the foregoing recommendation by adding in the paragraph "SUBSTITUTION" after the words "Bachelor's Degree" the words "or Master's Degree" and further by striking out in the paragraph "VACANCY" the words "one Male." It was then voted to adopt the Superintendent's recommendation as amended. On motion by Mr. Olesen it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion by Mr. Olesen to reconsider the vote adopting the Superintendent's recommendation as amended, hoping same would not prevail, failed of adoption.

Conforming to a motion that he render an opinion relative to the petition from the Cambridge Mental Health Association requesting the School Committee to contribute a sum equal to two-thirds of their annual budget, the following opinion was received from the City Solicitor and on motion by Mr. Duehay it was voted that the opinion be spread upon the minutes and referred to the authorities studying the guidance program:

CITY OF CAMBRIDGE
MASSACHUSETTS
LAW DEPARTMENT

April 6, 1964

Honorable Members of the School Committee
City of Cambridge, Massachusetts

Dear Sirs and Madam:

On March 3, 1964, you asked for my opinion as to the legality of complying with the petition of Cambridge Mental Health Association, Inc., for a contribution of $19,332.00 toward its operations.

The petitioner is a private agency organized as a non-profit corporation under Massachusetts law. The services rendered by the petitioner in the field of mental health are performed under the authority of Section 13A of Chapter 123 of the General Laws in cooperation with the State Division of Mental Hygiene.

A city may appropriate money to provide payment for services rendered or to be rendered by a private agency for clinics established in accordance with the provisions of Chapter 123 of the General Laws.

The statute, which is now General Laws, Chapter 40, Section 5 (40C), provides:

> For providing co-operative or complementary facilities to out-patient clinics established or to be established in accordance with the provisions of Chapter one hundred and twenty-three, in co-operation with the Department of Mental Health and other agencies collaborating with said department and for providing payment for services rendered or to be rendered by such public or private agencies. Monies so appropriated may be expended under the direction of the school committee or board of health, or under their joint direction.

If payments are to be made under this authority, the usual steps must be taken to appropriate such amount as the City may decide to pay for the services of the petitioner.

Yours very truly,
RICHARD D. GEROULD
City Solicitor

Conforming to an order that he report on a proposed motion "that in view of the fact that the Cambridge School Department is assuming the major portion of the cost of the Summer Science School to be held this Year at the Morse School under the auspices of the Educational Services, Inc., i.e., providing the building, heat, light, electricity, maintenance, as well as paying the salaries of the teachers selected for this course, that all tuition paid by students attending these classes shall be deposited with the City Treasurer to the account of the Cambridge School Department; and, further, that any student desirous of attending these classes and who meets all the requirements for entrance but who is financially unable to meet the tuition cost, shall be admitted to the class to which he is to be assigned without payment of tuition" the Superintendent presented the following communication from Educational Services Incorporated concerning this matter:

EDUCATIONAL SERVICES INCORPORATED
ELEMENTARY SCIENCE STUDY
108 Water Street, Watertown, Massachusetts 02172

April 7, 1964

Mr. John M. Tobin
Superintendent of Schools
City of Cambridge
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. Tobin:

We have the following comments relative to the proposed motion concerning tuitions at the Summer Science School to be held this year at the Morse School:

> ESI is planning to pay the salaries of the school faculty, the expenses of transporting the pupils by bus, as well as all the classroom materials and supplies. We estimate that these charges will constitute about 80% of the entire cost of running the school.

> ESI will continue to grant tuition free scholarships to needy students, as was the case last summer, when there were 20 pupils in this category.
>
> Although last summer's income from Science School tuitions was but a token sum, in contrast to the expenses involved, the National Science Foundation, our Elementary Science Study sponsor, was impressed favorably by this method of defraying NSF Grant costs; to request NSF that we discontinue it this summer would be most embarrassing.

For the above reasons and, furthermore, because we are operating under a very close budget, ESI does not look at all kindly toward a favorable report on the proposed motion.

Sincerely yours,
F. C. RYDER
Project Administrator

The Superintendent concurred in the opinions set forth in the communication from Educational Services Incorporated. Mrs. Ackermann moved adoption of the Superintendent's recommendation. Mr. Olesen objected to action at this meeting and the chairman ordered the matter placed on the 'calendar' as required by the rules.

NEW BUSINESS

On motion by Mr. Solomons it was voted that the Superintendent establish a list by examination in accordance with the rules for the position of Master in the elementary schools for the purpose of establishing an eligible list for future vacancies of elementary master, said list to remain in effect and force for a period of three years.

On motion by Mr. Solomons it was voted that the Superintendent investigate the advisability of including the art of Fencing in our athletic programs at both High & Latin School and Rindge Technical School.

On motion by Mr. Olesen it was voted that the School Building Advisory Committee be requested to consider the advisability of consolidating the present Russell School and Haggerty School into one new elementary school building; and, further, that they report their findings and recommendations to the School Committee as soon as possible.

Mr. Olesen moved that there shall be established in the evening schools, beginning in the Fall of 1964, a course for Non-Readers, and that this course shall be included in the List of Courses Offered which is printed and distributed throughout the city. On motion by Mr. Duehay it was voted that the matter be referred to the Superintendent for report.

Mr. Olesen moved that no applications shall be accepted for the examinations for the position of Guidance Counselor and School Adjustment Counselor until after receipt of the Superintendent's recommendation of authorities in the field of Guidance and the requested report on the programs outlined and an evaluation of the strengths and weaknesses of these programs according to the consultant's considered judgment and the Superintendent's recommendation outlining such improvements as they believe to be indicated, being sure to include a listing of job positions, etc. On motion by Mr. Duehay it was voted to amend the motion by striking out the words "and School Adjustment Counselor." On motion by Mrs. Ackermann it was voted to further amend the motion by striking out all the words after the words "Guidance Counselor" in the second line and inserting the words "until after the receipt of a report from the Survey Committee on qualifications and salary for the position." It was then voted to adopt the motion as amended "That no applications shall be accepted for the examination for the position of Guidance Counselor until after the receipt of a report from the Survey Committee on qualifications and salary for the position." On motion by Mr. Olesen it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Olesen it was voted that Dr. Wm. C. Cottle and Dr. Frances F. Dunn, recommended by the Superintendent to conduct a survey on Guidance as outlined in the motion adopted at the meeting of March 3, 1964, be invited to meet with the School Committee for the purpose of discussing the manner and content of this proposed survey.

On motion by Mr. Olesen it was voted that the Director of Primary Education and the Director of the Bureau of Pupil Services be requested to file with the School Committee, no later than the first meeting in May, their respective reports required by the adoption of motions at the meeting of October 1, 1963, "That the Director of Primary Education study the Montessori method of teaching and/or any other type of education the Director feels the School Committee should be appraised of, and report to the School Committee as to whether or not, in her opinion, it can be integrated into our present system" and "That the Director of the Bureau of Pupil Services be authorized to form a committee of teachers in her department for the purpose of studying the Montessori method of teaching of retarded children and report their findings to the School Committee as soon as possible."

On motion by Mr. Olesen it was voted that out of respect for the memory of the late, great General Douglas MacArthur, the flags on all public school buildings be flown at half mast until April 30, 1964.

On motion by Mrs. Ackermann it was voted that it be the policy of the School Committee that when it is known that an administrative position is going to be vacated within six months, by reason of retirement or resignation, a promotional examination be set up immediately so that a new administrator will be ready to take over the vacated job.

On motion by Mrs. Ackermann it was voted that the School Committee thank the Rindge Technical Advisory Committee for its interin report, and further request the Superintendent to prepare a detailed report outlining a tentative plan for Rindge as a six-year school.

It was voted to convene in executive session.

EXECUTIVE SESSION

On motion by Mr. Fitzgerald it was voted to suspend the rule of the School Committee —

> "The mark awarded a candidate as the result of taking the National Teachers' Examination shall be accepted by the Staff Board of Examiners for a period of five years from date of issuance. . . ."

— for the purpose of allowing the Staff Board of Examiners to rate one Harvena Joan Dillon, candidate for a teaching position. It was then voted that the Staff Board of Examiners be instructed to proceed and rate this candidate.

Question came on a petition received from Grace C. Brogan, teacher of Corrective Speech in the Bureau of Pupil Services, requesting leave of absence without loss of salary because of serious illness. On motion by Mr. Fitzgerald it was voted on the following roll-call that Miss Brogan be granted leave of absence without loss of salary, from January 1, 1964 to March 2, 1964, on the condition that she sign an agreement to refund to the City of Cambridge any salary paid her under this leave of absence if and when an insurance company may award her full salary for the same period because of the accident suffered by Miss Brogan: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. McMahon "Absent."

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt a recommendation of the Committee on Reimbursement, concurred in by the Superintendent, that Joseph L. C. Santoro, Director of Art Education, be reimbursed in the amount of $103.36 for expenses incurred consequent to his attendance at the Eastern Arts Convention in New York City, March 11-14, 1964: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. McMahon "Absent."

A motion by Mr. Olesen to reconvene in regular session failed of adoption on the following roll-call: Mr. Duehay, Mr. Olesen and Mr. Solomons voting "Yea;" Mrs. Ackermann, Mr. Fitzgerald and Mayor Crane voting "Nay;" Mr. McMahon "Absent."

The Superintendent concurred in a recommendation by the Committee on Personnel that Dr. Ruth F. Boland, Director, Bureau of Pupil Services, be reimbursed in the amount of $602.50 for expenses incurred by her attendance at the Convention of the American Personnel and Guidance Association, San Francisco, March 22-26, 1964. A motion by Mr. Olesen to table this recommendation failed of adoption. On the following roll-call it was voted on motion by Mr. Duehay to adopt the recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. McMahon "Absent."

On motion by Mr. Olesen it was voted on the following roll-call to adopt a recommendation of Mr. Kozlowsky, Director of Physical Education and Athletics, concurred in by the Superintendent, that Joseph Bourdeau, teacher at Rindge Technical School, be appointed to the position of elementary School baseball umpire at a stipend of $175.00 for the season: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea;" Mr. McMahon "Absent."

On motion by Mr. Solomons it was voted to convene in regular session.

On motion by Mr. Solomons it was voted to ratify and affirm the votes taken in Executive Session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, April 21, 1964

Regular Meeting:

Members present: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Solomons it was voted to approve as presented the minutes of the regular meeting of April 7, 1964.

On motion by Mr. Olesen it was voted to accept with thanks an invitation extended by the Cambridge Teachers' Club to attend their General Meeting, on Wednesday, April 29, at 8 p.m., at the Morse School, to hear an address by Mr. Jaswant Krishnayya of India.

The following communication was received from the Cambridge Teachers' Club and on motion by Mr. Olesen it was voted that an informal meeting be held as requested on a date convenient for all concerned for the purpose of discussing the matters outlined.

CAMBRIDGE TEACHERS' CLUB

April 16, 1964

The Honorable Edward J. Crane
Mayor, City of Cambridge
Chairman, Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mayor Crane:

The Cambridge Teachers' Association would like to provide a channel through which members of its Educational Policies Committee and members of the School Committee and the Office of the Superintendent may cooperatively discuss and study areas of mutual concern. The Cambridge Teachers' Association proposes that a joint committee be established for this purpose. Areas of discussion and study for this proposed joint committee might include matters such as:

1. Communications throughout the school system, professional staff, and community.
2. Patterns of teaching.
3. Philosophy.
4. Changes or expansion of curriculum from the point of view of the Administration, classroom teacher, and staff members of the ancillary services.
5. Promotion and transfer patterns.

We respectfully request that the Committee consider an informal meeting at their earliest convenience.

Yours respectfully,
Constance T. Barry
Corresponding Secretary
CAMBRIDGE TEACHERS' ASSOCIATION

EDUCATIONAL POLICIES COMMITTEE
CAMBRIDGE TEACHERS' ASSOCIATION

Committee Members

Henry O. Delaney
John H. Graham
Jean M. Graves
James D. McCarthy
George McMahon
George C. Mokaba
Margaret M. Reis
Robert E. Richards
Anna M. Rynne

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent presented a telegram received from Senator Edward M. Kennedy, advising that our application for Federal assistance under PL-874 approved today by Department of Health Education and Welfare has been certified for immediate payment in the sum of $70,131.00.

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that Frank L. Dunn, teacher at the Fletcher School, be granted military leave of absence without loss of salary effective May 11, 1964 through May 22, 1964, for the purpose of attending the Officer Conventional and Nuclear weapons refresher course, at Aberdeen Proving Grounds, Maryland.

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that Eugenia F. Foley, teacher at the M. E. Fitzgerald School, be granted Maternity Leave of Absence, in accordance with the rules, effective May 1, 1964 to September 1, 1965, Mrs. Foley having filed the proper forms prescribed by the rules.

On motion by Mr. Solomons it was voted to accept the resignation of Mrs. Barbara Altman, provisional teacher at the Roberts School, effective May 1, 1964.

The Superintendent presented the list of recommended Graduation Dates and it was unanimously agreed to place this matter on the table for assignment of speakers at the next meeting.

The chairman ordered laid on the 'Calendar' as required by the rules, the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY HARCOURT, BRACE & WORLD, INC.
Begin to Spell, Primer
Sound and Sense in Spelling, Grades 2 through 8

On motion by Mr. Solomons it was voted to accept an invitation extended by the Headmaster of Rindge Technical School to attend an "Open House" at Rindge Technical School, on Tuesday, April 28, from 7 p.m. to 9 p.m.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Duehay it was voted to adopt the text books recommended by the Superintendent at the meeting of April 7, 1964.

On motion by Mr. Solomons it was voted on the following roll-call to adopt the Superintendent's recommendation that the teachers listed below be re-elected for one year, from September 1, 1964, in accordance with the Rules of the School Committee: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Olesen "Present;" Mrs. Ackermann "Absent."

HIGH & LATIN
Saul C. Adamsky
Mary E. Brusch
John F. Burke, III
Manuel E. Conceison
Moses Konjoian
Helen L. Mavrides
Nancy M. McMahon
Patricia M. Murphy
John T. Nolan
Jean A. Robinson
Helene L. Schulz
Katherine B. Smith
Margaret M. Tierney
John J. Walsh
Ann R. Welch

RINDGE TECHNICAL
Edward J. Conrad
Angelo J. Kaitosos
Philip W. Natale

ABRAHAM LINCOLN
Margaret A. Carey
Katherine N. Mahoney
Jane K. Rockwall
Christine A. Splaine

AGASSIZ
Elizabeth G. Bolanz
Aloyse B. Curran
Robert D. Sullivan

M. E. FITZGERALD
Frances E. Dewire
Joy C. Marks
Helen M. McGonagle
Marion C. O'Reilly

FLETCHER
Louise E. Terry
Rose C. Toomey

C. G. HARRINGTON
Flora Athanas
John M. Clarke
Ellen Coady
Francis X. Foley
Eloise D. Forte
Ruth W. Seabrook

HAGGERTY
Virginia J. Rosenblatt

HOUGHTON
Mary J. Rogers

LONGFELLOW
Edna C. Beaudoin
Ruth Crawford-Brown
Paula A. Falloni
Lorna M. Larson

MORSE
Ellen K. Mahlowitz
Ellen D. Mann

PEABODY
Peter F. Colleary
Judith D. Higley

ROBERTS
Judith S. Bresnahan
Francis R. Burke
Margaret A. Donnelly
John W. Jordan
Susan G. Mankevetch
Robert H. Reagan
Julianne Tansey

THORNDIKE
Mary R. McCarthy

WEBSTER
Emily M. Gregory
James J. Coady
Eleanora M. Parker

VOCATIONAL SCHOOL FOR GIRLS
Sheila M. Corcoran

ART DEPARTMENT
Phyllis P. Corbin
Robert L. Gedies
Jean M. LaPlant

BUREAU OF PUPIL SERVICES
Paula E. Taff

MUSIC DEPARTMENT
Ann T. Perry

PHYSICAL ED. DEPARTMENT
Brenda M. Joyce

WOODWORKING
Mitchell J. Sartanowicz

On motion by Mr. Solomons it was voted on the following roll-call that the teachers listed below, having completed successfully three years service in the Cambridge Public Schools, be placed on tenure from September 1, 1964, in accordance with the Rules of the School Committee: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Olesen "Present;" Mrs. Ackermann "Absent:"

HIGH & LATIN

Katherine F. Beaver
Peter P. Budryk
Janet DeRonde
Anne K. Donahue
William J. Doran

C. G. HARRINGTON
Frances E. McCauley

HOUGHTON
William J. Donahue, Jr.
Jane A. Robertson

LONGFELLOW
Elizabeth H. McCauley

MORSE
Marie S. Murphy
Mary S. Sayers

Beverly R. Martin
Marie E. O'Neil

RINDGE TECHNICAL
James P. Culhane
Joseph P. Martignetti
James W. Travers

PEABODY
Mary M. Splaine

PUTNAM
Daniel J. Gearty

ROBERTS
Denise A. M. Boudreau

RUSSELL
Barbara E. Ferguson

THORNDIKE
Alice M. Bolen
Alice C. Wadden

M. E. FITZGERALD
Brenda J. Allen
Helen C. McLain
Maureen R. O'Connell

FLETCHER
Nancy E. Magee

HOME ECONOMICS
Adrienne S. Wyche

MUSIC DEPARTMENT
John W. R. McKee

PHYSICAL ED. DEPARTMENT
Anne W. Dexter

WOODWORKING
Michael Raulinaitis

Question came on the recommendations contained in a communication from Educational Services, Inc., dated April 7, 1964, and spread in its entirety in the minutes of the meeting of April 7, 1964, and concurred in by the Superintendent, stating that they would not look at all kindly toward a favorable report on a proposed motion that all tuition received in connection with the Summer Science Classes be turned over to the City Treasurer. A motion by Mr. Solomons to adopt the recommendations contained in the said communication, failed of adoption on the following roll-call: Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Nay;" Mrs. Ackermann "Absent."

Tabled Matters:

On motion by Mr. Duehay it was voted to take from the table the following two paragraphs, included in and made part of his proposed new salary schedule, presented for consideration at the meeting of March 3, 1964:

> "That the Staff Council on Personnel Development be instructed forthwith to survey the professional staff to determine the number of teachers who possess the required 30 hours of graduate work beyond the Master's Degree and the number who possess the earned Doctorate, in conformity with the requirements set forth herein."
>
> "That all graduate work referred to above be taken at a college or university approved not only by Division of Teacher Certification and Placement, Mass. Department of Education, but also accredited by the New England Association of Colleges and Secondary Schools, or one or another of the comparable regional accrediting associations; and/or by the National Council for Accreditation of Teacher Education."

It was then voted that the foregoing two paragraphs be adopted and referred to the Staff Council on Personnel Development for the purpose of conducting the survey set forth and that the balance of he proposed new salary schedule remain on the table.

Awaiting Report:

Conforming to an order that he investigate the details of joining the Regional Data Processing Center (NESDEC), the Superintendent presented the following report:

DATA PROCESSING REPORT

The present Committee on Data Processing calls attention to the Report on Data Processing, prepared by Mr. Sweeney and Mr. Haugh, which was submitted to the School Committee in the Fall of 1963. This present Report supplements its predecessor and suggests some changes.

The School Committee Order which has generated this present Report directs only that an investigation be made of the details for joining the New England Educational Data Systems, commonly referred to as NEEDS. The Committee which has made this investigation believes that the School Committee will wish to consider not only the cost and advantages of joining NEEDS but also the cost and benefits to be gained from the establishment of our own Data Processing Center. This Report, then, is presented under four major headings: 1. The Director of Data Processing Services, a position which will have to be filled whether we join NEEDS or establish our own Center; 2. The services offered by NEEDS and an approximation of the annual fees; 3. The advantages to be gained from our own Data Processing Center, its requirements in terms of personnel, space, equipment, and an approximation of the annual cost; 4. The Data Processing Committee's recommendations to the School Committee.

1. The Director of Data Processing Services

It is recommended that the Director of Data Processing Services:

1. Be a member of the professional staff of the Cambridge Public Schools.
2. Be an 11-month employee and be compensated for the extra time.
3. Have had experience in setting up secondary school programs and know the problems involved in setting up these programs; that he be a person of proven ability as an organizer who is concerned with details.
4. Have charge of all operational matters and report directly to the Superintendent of Schools or his delegate.
5. Have authority to make decisions at once when necessary. NEEDS requires the local Director to be present when data is being processed and permits only the Director to make changes while materials are being processed.
6. Have some clerical help if the work is to be done by NEEDS exclusively; have a KEY PUNCH OPERATOR if we set up our own Center.
7. Be liaison person between NEEDS and the school system.
8. Will acquaint school personnel involved with necessary procedure for using the data processing systems.
9. Will plan processing schedule to meet the systems requirements.

10. Will see to it that the schedule is met by members of the school staff involved.

11. Attend in-service training course in the Summer previous to the start of the program to learn

    a. How to manage school data.
    b. How to use the Computers.
    c. How to write computer programs; and, technical sessions during the school year.

12. Be permitted at least one year to set up the program.

13. Be placed on the Directors' salary schedule.

2. *New England Education Data Systems*

A. Services Available to Members

1. Assignment of students to classes, including checking prerequisites and conflicts.
2. Generation of report cards.
3. Mark distribution and other statistical work with grades.
4. Attendance accounting.
5. Maintenance of basic school files.
6. Production of various lists of associated data, such as lists of students, with addresses and relevant background information or specific assignments such as bus or locker.
7. Research capabilities for any specific information or figures related to school data which might be required.
8. In-Service Training for Director of Data Processing.

B. Limitations

1. At present elementary schools not included.
2. Business operations such as payrolls, inventory control, and accounting procedures are not included.
3. Costs are subject to revision as more exact cost analyses become available.

C. Costs Under Needs

1. Membership rate per year	$ 300.00
2. Pupil cost rate per year	
C.H.L.S. — 2,340 pupils at $2.50 each	$5,850.00
R.T.S. — 822 pupils at $2.50 each	$2,055.00
3. In-training course	$ 200.00
Total	$8,405.00

D. Personnel Costs, Etc.

	Minimum (half-time)	Maximum (full-time)
1. Director's salary	$5,390.	$10,780.
2. Transportation	$ 200.	$ 400.
3. Office Clerk	$3,860.	$ 4,851.
	$9,850.	$16,431.

3. Our Own Data Processing Center

The equipment listed below will be needed to operate our own Data Processing Center. Rental fees include all charges for servicing. There would be no additional charge for modifications to equipment made on the initiative of IBM; there would be a charge for modifications made at our request. Presently, there is a four-month wait for delivery of equipment.

Machine	Monthly Rental Fee	Annual Rental Fee
Keypunch 026	$ 95.00	$1,140.00
Sorter 082	$ 60.00	$ 720.00
Reproducer 514	$130.00	$1,560.00
Accounting 402	$275.00	$3,300.00
Transportation		$ 200.00
		$6,920.00

Additional Equipment	Minimum	Maximum
Panels	$200.00	$300.00
Wires	$150.00	$200.00
Racks	$200.00	$200.00
Files	$200.00	$200.00
Supplies (continuing) IBM cards, etc.	$ 50.00	$ 50.00
	$800.00	$950.00

Salaries

	(full-time)	(half-time)
Director	$10,780.	$ 5,390.
Car	$ 400.	$ 200.
	$11,180.00	$ 5,590.

Operator — full-time
This is salary of Jr. Clerk-Typist

Minimum	Maximum
$ 3,860.	$ 4,851.

Cost Recapitulation		
IBM Machines	$ 6,920.	$ 6,920.
Office Equipment (one time)	$ 800.	$ 950.
Director	$ 5,590.	$11,180.
Operator	$ 3,860.	$ 4,851.
Total (first year only)	$17,170.	$23,901.
(thereafter)	$16,300.	$22,951.

The cost of site preparation is not included in the above cost analysis. Judging from the space allotment in the Data Processing Center at Somerville High School, approximately 250 sq. ft. will be adequate. It is to be noted here also that IBM does not charge tuition at its training school.

Advantages Offered By Our Own Data Processing Center

Our own Data Processing Center will give us all the services offered by NEEDS and many more: payrolls; textbook and supply inventories; test scoring; test data correlation extremely useful for curriculum revision and adjustment. Not the least of the advantages will be the exclusive use of the machines which means, for one thing that we shall be able to schedule their use to meet our own requirements and convenience. In addition, it is not at all unlikely that this equipment can be scheduled for instructional use either as an additional option in our Business Education Course or as a terminal course for a 13th and 14th year.

4. Recommendations

Since the experience at Boston English, at Somerville and Arlington indicate that at least a year of preliminary work is required before the School or system can really put its own Data Processing Center into full operation, we recommend that:

1. The Cambridge Public Schools join the NEEDS project as of July 1, 1964 with the understanding that once our own system is in operation we will withdraw from NEEDS.
2. The Cambridge Public Schools immediately proceed to the installation and activation of its own Data Processing Center.

GUNNAR E. HAUGH, *Chairman*
Committee on Data Processing

MARY F. O'REILLY
Bureau of Pupil Services

EDMOND J. MURPHY, *Assistant Headmaster*
Cambridge High & Latin School

ROBERT R. SWEENEY, *Headmaster*
Rindge Technical School

On motion by Mr. Olesen it was voted that chairman and members of the staff committee who prepared the foregoing report on the details of joining the Regional Data Processing Center (NESDEC) be requested to be present at the first regular meeting of the School Committee in May, 1964.

Conforming to an order that he further report on his recommendation "That during the school year for all personnel on the salary ratio above the rank of teacher the hours will be from 8:15 a.m. to 4:00 p.m. on Monday through Thursday; 8:15 a.m. to 3:00 p.m. on the last day of each school week. (This rule does not apply in vacation periods during the school year). (2) It is recommended that all personnel on the salary ratio above the rank of teacher report on August 15th and that the hours from August 15 to the opening of school (Mondays through Fridays) will be established as follows: 9:00 a.m. to 3:00 p.m. with one hour for lunch." The Superintendent reported that after further consideration he would like to add the following sentence to the foregoing recommendation: "That the superintendent be authorized to make exceptions when in his judgment it would be for the best interest of the School Department." Mr. Olesen moved adoption of the recommendation as amended. A motion by Mr. Duehay to lay this matter on the table failed of adoption on the following roll-call: Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Nay;" Mrs. Ackermann "Absent." Question then came on the main motion and on the following roll-call it was voted not to adopt the Superintendent's recommendation as amended: Mr. Solomons voting "Yea;" Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mayor Crane voting "Nay;" Mrs. Ackermann "Absent."

Conforming to an order that he investigate the advisability of including the art of Fencing in our athletic program at both high schools, the Superintendent concurred in a recommendation by the Director of Athletics that after a survey it was learned that out of fifteen surrounding communities thirteen do not sponsor fencing and because we feel that our present large number of activities meet the needs of the student body that he would not recommend fencing be added to the Physical Education program at this time. On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation.

Relative to a motion "that there shall be established in the evening schools, beginning in the Fall of 1964, a course for nonreaders and that this course be included in the list of Courses Offered which is printed and distributed throughout the city," the Superintendent stated that in all evening school circulars we stress the point that careful consideration will be given any additional academic subject provided eight or more persons express a desire to form a class and if we can get a sufficient number we will be glad to start such a class. On motion by Mr. Olesen it was voted to adopt the Superintendent's report.

NEW BUSINESS

Mr. Olesen moved that the Superintendent arrange a meeting of the School Committee and the candidates recommended for appointment as teachers, prior to confirmation at the next regular meeting. Mr. Duehay offered a substitute motion "that the practice of interviewing prospective teachers by the School Committee prior to appointment be discontinued and in place of this procedure the School Committee hold a reception for all new teachers after the opening of school in September. On the following roll-call the substitute motion failed of adoption: Mr. Duehay and Mayor Crane voting "Yea"; Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mr. Solomons voting "Nay;" Mrs. Ackermann "Absent." On the following roll-call the main motion to hold a meeting to interview prospective teachers, failed of adoption: Mr. Fitzgerald, Mr. Olesen and Mr. Solomons voting "Yea;" Mr. Duehay, Mr. McMahon and Mayor Crane voting "Nay."

On the following roll-call it was voted NOT to adopt a motion by Mr. Solomons "That the Guidance Survey Committee shall be enlarged to three members by engaging the services of Dr. Nathan Wright who shall be responsible for advising the other consultants, Dr. Wm. C. Cottle and Dr. Frances E. Dunn, and the School Committee, with respect to special problems of minority groups within the area covered by the survey": Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea;" Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Nay;" Mrs. Ackermann "Absent."

On motion by Dr. Duehay it was voted that the School Building Advisory Committee be asked to report on the following:

1. To gather and study school population data and to predict school population trends.
2. To advise the School Committee about current concepts in school planning and, with the approval of the School Committee, incorporate these concepts in their recommendations.
3. To ascertain the wishes of the School Committee concerning the desirable educational and physical facilities for all schools.
4. To develop and to recommend in detail to the School Committee both short and long-range plans for school buildings, closing, consolidation, and expansion.
5. To recommend to the School Committee priorities in this planning.
6. To advise the School Committee and the City Manager concerning available federal, state and private sources of reimbursement for school construction.
7. To consider whatever other specific problems the School Committee may from time to time refer to it.

There being no objection the chairman ordered laid on the table the following two proposed new salary schedules, presented by Mr. Fitzgerald and Mr. McMahon:

MR. FITZGERALD'S PLAN

ADMINISTRATIVE

(Based on Maximum Teacher Salary with Bachelor Degree $8200.)

Group	Ratio	Present Salary	Proposed Salary	Amount Increase	Number Admin.	Required 1965	Required Sept.-Dec. 1964
1	1.20	$ 9,240.	$ 9,840.	$ 600.	19	$11,400.	$ 3,800.
2	1.40	10,780.	11,480.	700.	26	18,200.	6,066.
3	1.50	11,550.	12,300.	750.	2	1,500.	500.
4	1.55	11,935.	12,710.	775.	2	1,550.	516.
						$32,650.	$10,882.
Supt. of Schools		$17,000.	$18,500.	$1,500.	1	$ 1,500.	$ 500.
Civil Service: 147 employees — total payroll			$669,447.	10% increase		$66,944.	$22,314.

SUMMARY

	Required 1965	Required Sept.-Dec. 1964
Teachers — Bachelor Degree	$ 93,900.	$ 31,298.
Teachers — Master Degree	135,900.	45,297.
Administrative	32,650.	10,882.
Superintendent of Schools	1,500.	500.
Civil Service	66,944.	22,314.
	$330,894.	$110,291.

MR. FITZGERALD'S PLAN

Bachelor Degree

Step	Present Salary	Proposed Salary	Amount Increase	Number Teachers	Amt. Required 1965	Amt. Required Sept.-Dec. 1964
Appt.	$4,900.	$5,000.	$100.	42	$ 4,200.	$ 1,400.
1	5,100.	5,200.	100.	31	3,100.	1,033.
2	5,300.	5,500.	200.	32	6,400.	2,133.
3	5,600.	5,800.	200.	24	4,800.	1,600.
4	5,900.	6,100.	200.	17	3,400.	1,133.
5	6,200.	6,400.	200.	5	1,000.	333.
6	6,500.	6,700.	200.	5	1,000.	333.
7	6,800.	7,000.	200.	6	1,200.	400.
8	7,100.	7,300.	200.	6	1,200.	400.
9	7,300.	7,600.	300.	8	2,400.	800.
10	7,500.	7,900.	400.	3	1,200.	400.
11	7,700.	8,200.	500.	128	64,000.	21,333.
					$ 93,900.	$31,298.

Master Degree

Step	Present Salary	Proposed Salary	Amount Increase	Number Teachers	Amt. Required 1965	Amt. Required Sept.-Dec. 1964
Appt.	$5,100.	$5,400.	$300.	3	$ 900.	$ 300.
1	5,300.	5,600.	300.	2	600.	200.
2	5,500.	5,900.	400.	8	3,200.	1,066.
3	5,800.	6,200.	400.	7	2,800.	933.
4	6,100.	6,500.	400.	11	4,400.	1,466.
5	6,400.	6,800.	400.	9	3,600.	1,200.
6	6,700.	7,100.	400.	7	2,800.	933.
7	7,000.	7,400.	400.	9	3,600.	1,200.
8	7,300.	7,700.	400.	9	3,600.	1,200.
9	7,500.	8,000.	500.	4	2,000.	666.
10	7,700.	8,300.	600.	1	600.	200.
11	7,900.	8,600.	700.	154	10,780.	35,933.
					$135,900.	$45,297.

MR. McMAHON'S PLAN

ADMINISTRATIVE

(Based on Maximum Teacher Salary with Bachelor Degree $8,300.)

Group	Ratio	Present Salary	Proposed Salary	Amount Increase	Number Admin.	Required 1965	Required Sept.-Dec. 1964
1	1.20	$ 9,240.	$ 9,960.	$ 720.	19	$14,250.	$ 4,750.
2	1.40	10,780.	11,620.	840.	26	21,840.	7,280.
3	1.50	11,550.	12,450.	900.	2	1,800.	600.
4	1.55	11,935.	12,865.	930.	2	1,860.	620.
						$39,750.	$13,250.
Supt. of Schools		$17,000.	$18,500.	$1,500.	1	$ 1,500.	$ 500.
Civil Service: 147 employees — total payroll			$669,447.	10% increase		$66,944.	$22,314.

SUMMARY

	Required 1965	Required Sept.-Dec. 1964
Teachers — Bachelor Degree	$118,000.	$ 39,331.
Teachers — Master Degree	152,300.	50,765.
Administrative	39,750.	13,250.
Superintendent of Schools	1,500.	500.
Civil Service	66,944.	22,314.
	$378,494.	$126,160

MR. McMAHON'S PLAN

Bachelor Degree

Step	Present Salary	Proposed Salary	Amount Increase	Number Teachers	Amt. Required 1965	Amt. Required Sept.-Dec. 1964
Appt.	$4,900.	$5,200.	$300.	42	$ 12,600.	$ 4,200.
	($5,100. Step eliminated and go to					
	$5,300. Step)					
1	5,300.	5,400.	200.	31	6,200.	2,066.
2	5,600.	5,700.	100.	33	6,300.	2,100.
3	5,900.	6,000.	100.	24	2,400.	800.
4	6,200.	6,400.	200.	17	3,400.	1,133.
5	6,500.	6,700.	200.	5	1,000.	333.
6	6,800.	7,100.	200.	5	1,000.	333.
7	7,100.	7,400.	300.	6	1,800.	600.
8	7,300.	7,700.	300.	6	1,800.	600.
9	7,500.	8,000.	400.	8	3,200.	1,066.
10	7,700.	8,300.	500.	3	1,500.	500.
			600.	128	76,800.	25,600.
					$118,000.	$39,331.

Master Degree

Step	Present Salary	Proposed Salary	Amount Increase	Number Teachers	Amt. Required 1965	Amt. Required Sept.-Dec. 1964
Appt.	$5,100.	$5,600.	$500.	3	$ 1,500.	$ 500.
	($5,300. Step eliminated and go to					
	$5,500. Step)		200.	2	400.	133.
1	5,500.	5,800.	300.	10	3,000.	1,000.
2	5,800.	6,100.	300.	7	2,100.	700.
3	6,100.	6,400.	300.	11	3,600.	1,200.
4	6,400.	6,800.	400.	9	3,600.	1,200.
5	6,700.	7,100.	400.	7	2,800.	933.
6	7,000.	7,500.	500.	9	4,500.	1,500.
7	7,300.	7,800.	500.	9	4,500.	1,500.
8	7,500.	8,100.	600.	4	2,400.	800.
9	7,700.	8,400	700.	1	700.	233.
10	7,900.	8,700.	800.	154	123,200.	44,066.
					$152,300.	$50,765.

Mr. Solomons moved that the School Committee notify Dr. John Steele, Coordinator of Studies, Mass. Education Study, that we appreciate greatly the talk delivered by Dr. Nathan Wright, on April 14, to our School Administrators, entitled "Facing Future Guidance Needs. On motion by Mr. Olesen it was voted to amend the motion by adding that the notice be sent direct to Dr. Nathan Wright and a copy be sent to Dr. Steele. It was then voted to adopt the motion as amended.

On motion by Mr. Olesen it was voted to lay on the table the motion "That in view of the fact that the Cambridge School Department is assuming the major portion of the cost of the Summer Science School to be held this year at the Morse School, under the auspices of the Education Services, Inc., i.e., providing the building, heat, light, electricity, maintenance, as well as paying the salaries of the teachers selected for this course, that all tuition paid by students attending these classes shall be deposited with the City Treasurer to the account of the Cambridge School Department; and, further, that any student desirous of attending these classes and who meet all the requirements for entrance but who is financially unable to meet the tuition cost, shall be admitted to the class to which he is to be assigned without payment of tuition."

It was voted to convene in executive session.

It was voted to adopt the Superintendent's recommendation that the booklet entitled "You and the Law" sponsored by Kiwanis International be distributed through the public schools.

Petition was received from Alice B. Fitzmaurice, asking that she be transferred as junior clerk-typist from the Welfare Department to the School Department. It was voted to adopt a recommendation of the Superintendent that Mrs. Fitzmaurice be interviewed by Mr. Haugh before further action is taken.

The chairman ordered laid on the 'calendar' as required by the rules the Superintendent's recommendation for the appointment as teachers of the following applicants to the positions of permanent and provisional teachers:

SCHOOL COMMITTEE
CAMBRIDGE, MASSACHUSETTS
RECOMMENDATIONS

PERMANENT **April 21, 1964**

I hereby recommend the election of the persons named below to the schools and with the ranks indicated in each case to take effect on the date set opposite each name, and certify that these recommendations are in accordance with the Rules of the School Committee.

School	Name of Teacher	Rank	Salary	To Take Effect
Harrington	Mrs. Ida D. Sherwin	Teacher (I)	$4,900.00	September 1, 1964
Longfellow	Blanche P. Garland	Teacher (I)	$5,600.00	September 1, 1964
Russell	Mary H. O'Leary	Teacher (I)	$5,600.00	September 1, 1964
Haggerty	Catherine M. Synnott	Teacher (I)	$4,900.00	September 1, 1964
Roberts	Mrs. Mary D. Battell	Teacher (II)	$4,900.00	September 1, 1964
Fitzgerald	Eleanor J. Twomey	Teacher (II)	$4,900.00	September 1, 1964
Peabody	Mary E. Murphy	Teacher (III)	$4,900.00	September 1, 1964
Harrington	Myra H. Drooker	Teacher (III)	$5,100.00	September 1, 1964
Haggerty	Betsey M. Salloway	Teacher (III and IV)	$5,100.00	September 1, 1964
Peabody	Ann M. Flaherty	Teacher (V)	$4,900.00	September 1, 1964
Fitzgerald	Catherine E. Wadden	Teacher (V)	$4,900.00	September 1, 1964
Morse	Joseph A. Colannino	Teacher (VI)	$5,300.00	September 1, 1964
Webster	Charles E. Stead	Teacher (VII)	$4,900.00	September 1, 1964
Longfellow	Paul J. Cerqua	Teacher (VIII)	$5,100.00	September 1, 1964
Fitzgerald	Thomas R. Scalese, Jr.	Teacher (VIII)	$4,900.00	September 1, 1964
Elementary Schools	Mrs. Janet S. Harford	Teacher (Home Economics)	$4,900.00	September 1, 1964
	Mrs. Marie E. Hunt	Teacher (Home Economics)	$5,100.00	September 1, 1964
Cambridge High and Latin	Mrs. Pauline A. DeConto	Teacher (Business Education)	$5,100.00	September 1, 1964
	Mrs. Frances H. Ramsdell	Teacher (English)	$6,400.00	September 1, 1964
	Mrs. Louisa F. Cauvin	Teacher (French)	$5,600.00	September 1, 1964
	Cynthia M. Burr	Teacher (French)	$4,900.00	September 1, 1964

RECOMMENDATIONS *(Continued)*

School	Name of Teacher	Rank	Salary	To Take Effect
	Mrs. Eleanore G. Waring	Teacher (Latin)	$5,100.00	September 1, 1964
	Mary Louise Sullivan	Teacher (Home Economics)	$6,400.00	September 1, 1964

Qualifications: Candidates qualified as a result of the National Teacher Examinations, reported by the Board of Examiners of the Cambridge School Department. Statement of qualifications submitted separately to the Members of the School Committee.

JOHN M. TOBIN
Superintendent of Schools

SCHOOL COMMITTEE
CAMBRIDGE, MASSACHUSETTS
RECOMMENDATIONS

PROVISIONAL

April 21, 1964

I hereby recommend the election of the persons named below to the schools and with the ranks indicated in each case to take effect on the date set opposite each name, and certify that these recommendations are in accordance with the Rules of the School Committee.

School	Name of Teacher	Rank	Salary	To Take Effect
M. E. Fitzgerald	Diane Abitbol	Teacher (Kdg.)	$4,900.00	September 1, 1964
M. E. Fitzgerald	Browyn Baird	Teacher (Kdg.)	$4,900.00	September 1, 1964
Haggerty	Diane Beatrice	Teacher (Kdg.)	$4,900.00	September 1, 1964
Houghton	Mary Cribben	Teacher (Kdg.)	$4,900.00	September 1, 1964
Harrington	Phyllis Forbes	Teacher (Kdg.)	$4,900.00	September 1, 1964
Agassiz	Carolyn Judy	Teacher (Kdg.)	$5,100.00	September 1, 1964

(Continued on next page)

RECOMMENDATIONS *(Continued)*

School	Name of Teacher	Rank	Salary	To Take Effect
Roberts	Naomi Nieman	Teacher (Kdg.)	$4,900.00	September 1, 1964
Morse	Barbara H. Richardson	Teacher (Kdg.)	$4,900.00	September 1, 1964
Longfellow	Mrs. Leonore K. Scheffer	Teacher (Kdg.)	$4,900.00	September 1, 1964
Roberts	Susan Wetstein	Teacher (Kdg.)	$4,900.00	September 1, 1964
Harrington	Carole M. Martin	Teacher (I)	$4,900.00	September 1, 1964
Longfellow	Kathryn D. Melnick	Teacher (III)	$4,900.00	September 1, 1964
Harrington	Carolyn M. Watts	Teacher (III)	$4,900.00	September 1, 1964
Morse	Edwina H. Blaguszewski	Teacher (IV)	$4,900.00	September 1, 1964
Peabody	Mrs. Susan G. Filene	Teacher (IV)	$5,100.00	September 1, 1964
M. E. Fitzgerald	Joyce R. Levy	Teacher (VI)	$5,100.00	September 1, 1964
Roberts	Mrs. Marilyn A. McGinn	Teacher (V)	$4,900.00	September 1, 1964
M. E. Fitzgerald	Margaret R. Sheehan	Teacher (V)	$4,900.00	September 1, 1964
Russell	Carol L. Tash	Teacher (V)	$4,900.00	September 1, 1964
Roberts	Carol A. Nolan	Teacher (Health Class)	$4,900.00	September 1, 1964
Longfellow	Dariel D. Osmun	Teacher (Vision Class)	$4,900.00	September 1, 1964
Russell	Marjorie S. Stone	Teacher (Special Class)	$4,900.00	September 1, 1964
Cambridge High and Latin	Marilyn W. Closson	Teacher (Modern Language — German)	$5,100.00	September 1, 1964
	Sara Sanborn	Teacher (English)	$5,100.00	September 1, 1964
Rindge Technical	James J. Beakey	Teacher (English)	$4,900.00	September 1, 1964
	Edward R. Sarasin	Teacher (Mathematics)	$4,900.00	September 1, 1964

Qualifications: RECOMMENDED FOR APPOINTMENT UNDER THE AMENDED RULES OF THE SCHOOL COMMITTEE.

JOHN M. TOBIN
Superintendent of Schools

It was voted to reconvene in regular session.

On motion by Mr. Fitzgerald it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, May 5, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mrs. Ackermann it was unanimously voted to suspend the regular order of business for the purpose of interviewing candidates for teaching positions, in executive session.

It was voted to resume the regular order of business.

On motion by Mr. Olesen it was voted to again suspend the regular order of business for the purpose of discussing the report of the Staff Committee on Data Processing, same having been made part of the minutes of the meeting of April 21, 1964. Mr. Gunnar Haugh, Mr. Edmond Murphy, Mr. Robert Sweeney and Miss Mary F. O'Reilly, comprising the Staff Committee on Data Processing, appeared before the Committee and discussed at length the report of the committee. At the conclusion of the hearing it was voted to adopt a motion by Mr. Duehay that the report of the Staff Committee on Data Processing be accepted and that the Superintendent of Schools bring to the Committee additional recommendations necessary to implement this report.

It was voted to resume the regular order of business.

Having filed the proper notice required by the Rules of the School Committee, Mr. Solomons moved reconsideration of the negative vote taken at the meeting of April 21, 1964, by which it was voted not to adopt the motion "That the Guidance Survey Committee shall be enlarged to three members by engaging the services of Dr. Nathan Wright, who shall be responsible for advising the other consultants, Dr. William C. Cottle and Dr. Frances E. Dunn, and the School Committee, with respect to special problems of minority groups within the area covered by the survey." It was voted to reconsider the foregoing vote. On the recurring question Mr. Olesen moved that the motion be referred to the Guidance Survey Committee for their consideration and recommendation. On the following roll-call Mr. Olesen's motion failed of adoption: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay". Mr. Solomons then moved to amend the motion by striking out the words "Dr. Nathan Wright" and substituting therefore the words "a qualified Negro consultant in the field of Guidance". Mr. Olesen objected to action on the amendment and the chair ordered the motion and amendment placed on the 'calendar' as required by the rules.

Having filed the proper notice required by the rules, Mr. Solomons moved reconsideration of the negative vote taken at the meeting of April 21, 1964, by which it was voted not to adopt a motion to approve the recommendations contained in the communication from Educational Services, Inc., and concurred in by the Superintendent, stating that they would not look at all kindly toward a favorable report on a proposed motion that all tuition received be turned over to the City Treasurer. On the following roll-call the motion "to reconsider" prevailed: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr.

Olesen, Mr. Solomons and Mayor Crane voting "Yea". The chairman ordered the recurring question. A motion by Mr. Olesen to amend by adding "that any group be invited to conduct a summer school in the City of Cambridge, using the public school buildings and on the same basis as Educational Services, Inc." failed of adoption. On the following roll-call it was voted not to adopt an amendment by Mr. Olesen "that each and every parochial school in the City of Cambridge be invited to conduct a summer school on Modern Mathematics, using the public school buildings and on the same basis as Educational Services, Inc.": Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". On the following roll-call it was then voted to adopt the recommendations contained in the communication from Educational Services, Inc., and concurred in by the Superintendent, stating that they would not look at all kindly toward a favorable report on a proposed motion that all tuition received be turned over to the City Treasurer: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay".

Question came on adoption of the minutes of the previous meetings. It was unanimously agreed to correct the minutes of the April 21, 1964 meeting by changing the name of the maker of the motion to approve the minutes of the meeting of April 7 from "Mrs. Ackermann" to "Mr. Solomons". Mr. Solomons asked unanimous consent to further correct the minutes of the meeting of April 21, 1964, by changing his vote on the motion concerning the Superintendent's recommendation on office hours for administrative personnel, from "Yea" to "Nay" and stated that he had voted "Nay" but the secretary had misunderstood him. The chair ruled that unanimous consent was necessary to make the correction suggested by Mr. Solomons. Mr. Olesen objected to the correction on the ground that in his opinion Mr. Solomons was correctly recorded.

On motion by Mr. Fitzgerald it was then voted to approve the minutes of the meeting of April 21, 1964, as corrected.

There being no objection the chairman ordered placed on file a communication from the Monson (Mass.) School Committee, setting forth a resolution they adopted, concerning the restoration of prayer and bible reading in public schools.

On motion by Mr. Fitzgerald it was voted to refer to the Superintendent with power a request received from the YMCA seeking permission to circulate information and applications to the Agassiz School concerning the summer program of the YMCA.

There being no objection the chairman ordered placed on file a Report of the Resolutions Committee of the Mass. Elementary School Principals' Association.

On motion by Mr. Olesen it was voted to refer to the Superintendent with power a petition received from the Longfellow School PTA requesting permission to send home through the students applications for the Youth Concerts at Symphony Hall for the 1964-1965 season.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent reported the marriage of Adrienne S. Wyche, teacher of Home Economics-Elementary Schools, on April 18, to Warren J. McClure, and that her name will now appear on our records as Adrieene S. McClure.

The Superintendent regretfully reported the death, on April 26, 1964, of James J. Walsh, for thirty-two years Field Worker in the Americanization Dept., and stated that he was a dedicated and devoted member of our personnel. On motion by Mr. Fitzgerald it was voted to express the School Committee's sincere sorrow upon learning of his death.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that Joseph G. McKenna, Headmaster's Assistant (Science) at the Cambridge High & Latin School, be granted leave of absence without loss of salary, from June 10, 1964 to June 30, 1964, for the purpose of accepting a National Science Foundation grant for department heads to study for eight weeks at the University of California.

The Superintendent reported the receipt of $70,121.00 as the amount certified for current payment on the total entitlement for the fiscal year of $93,508, from the Department of Health, Education and Welfare (PL874).

The Superintendent reported the resignation of Phyllis Sinins Dannay, Kindergartner at the Agassiz School, effective May 31, 1964, and on motion by Mr. Fitzgerald it was voted to accept the resignation.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of April 21, 1964.

On motion by Mrs. Ackermann it was voted to refer to executive session the assignment of speakers for graduations.

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation, presented at the meeting of April 21, 1964, that the following named persons be elected permanent teachers in the Cambridge School Dpartment for a period of one year, from September 1, 1964, at the salary indicated: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion "to reconsider" the foregoing vote, hoping same would not prevail, failed of adoption.

SCHOOL COMMITTEE
CAMBRIDGE, MASSACHUSETTS
RECOMMENDATIONS

PERMANENT **April 21, 1964**

I hereby recommend the election of the persons named below to the schools and with the ranks indicated in each case to take effect on the date set opposite each name, and certify that these recommendations are in accordance with the Rules of the School Committee.

School	Name of Teacher	Rank	Salary	To Take Effect
Harrington	Mrs. Ida D. Sherwin	Teacher (I)	$4,900.00	September 1, 1964
Longfellow	Blanche P. Garland	Teacher (I)	$5,600.00	September 1, 1964
Russell	Mary H. O'Leary	Teacher (I)	$5,600.00	September 1, 1964
Haggerty	Catherine M. Synnott	Teacher (I)	$4,900.00	September 1, 1964
Roberts	Mrs. Mary D. Battell	Teacher (II)	$4,900.00	September 1, 1964
Fitzgerald	Eleanor J. Twomey	Teacher (II)	$4,900.00	September 1, 1964
Peabody	Mary E. Murphy	Teacher (III)	$4,900.00	September 1, 1964
Harrington	Myra H. Drooker	Teacher (III)	$5,100.00	September 1, 1964
Haggerty	Betsey M. Salloway	Teacher (III and IV)	$5,100.00	September 1, 1964
Peabody	Ann M. Flaherty	Teacher (V)	$4,900.00	September 1, 1964
Fitzgerald	Catherine E. Wadden	Teacher (V)	$4,900.00	September 1, 1964
Morse	Joseph A. Colannino	Teacher (VI)	$5,300.00	September 1, 1964
Webster	Charles E. Stead	Teacher (VII)	$4,900.00	September 1, 1964
Longfellow	Paul J. Cerqua	Teacher (VIII)	$5,100.00	September 1, 1964
Fitzgerald	Thomas R. Scalese, Jr.	Teacher (VIII)	$4,900.00	September 1, 1964
Elementary Schools	Mrs. Janet S. Harford	Teacher (Home Economics)	$4,900.00	September 1, 1964
	Mrs. Marie E. Hunt	Teacher (Home Economics)	$5,100.00	September 1, 1964
Cambridge High and Latin	Mrs. Pauline A. DeConto	Teacher (Business Education)	$5,100.00	September 1, 1964
	Mrs. Frances H. Ramsdell	Teacher (English)	$6,400.00	September 1, 1964
	Mrs. Louisa F. Cauvin	Teacher (French)	$5,600.00	September 1, 1964
	Cynthia M. Burr	Teacher (French)	$4,900.00	September 1, 1964

RECOMMENDATIONS *(Continued)*

School	Name of Teacher	Rank	Salary	To Take Effect
	Mrs. Eleanore G. Waring	Teacher (Latin)	$5,100.00	September 1, 1964
	Mary Louise Sullivan	Teacher (Home Economics)	$6,400.00	September 1, 1964

Qualifications: Candidates qualified as a result of the National Teacher Examinations, reported by the Board of Examiners of the Cambridge School Department. Statement of qualifications submitted separately to the Members of the School Committee.

JOHN M. TOBIN
Superintendent of Schools

On motion by Mr. Fitzgerald it was voted on the following roll-call that the persons named below be elected teachers in the Cambridge School Department on a provisional basis, for a period of one year, from September 1, 1964, at the salary indicated: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Olesen "to reconsider" the foregoing vote (hoping same would not prevail) failed of adoption.

SCHOOL COMMITTEE
CAMBRIDGE, MASSACHUSETTS
RECOMMENDATIONS

PROVISIONAL

April 21, 1964

I hereby recommend the election of the persons named below to the schools and with the ranks indicated in each case to take effect on the date set opposite each name, and certify that these recommendations are in accordance with the Rules of the School Committee.

School	Name of Teacher	Rank	Salary	To Take Effect
M. E. Fitzgerald	Diane Abitbol	Teacher (Kdg.)	$4,900.00	September 1, 1964
M. E. Fitzgerald	Browyn Baird	Teacher (Kdg.)	$4,900.00	September 1, 1964
Haggerty	Diane Beatrice	Teacher (Kdg.)	$4,900.00	September 1, 1964
Houghton	Mary Cribben	Teacher (Kdg.)	$4,900.00	September 1, 1964
Harrington	Phyllis Forbes	Teacher (Kdg.)	$4,900.00	September 1, 1964
Agassiz	Carolyn Judy	Teacher (Kdg.)	$5,100.00	September 1, 1964

(Continued on next page)

RECOMMENDATIONS *(Continued)*

School	Name of Teacher	Rank	Salary	To Take Effect
Roberts	Naomi Nieman	Teacher (Kdg.)	$4,900.00	September 1, 1964
Morse	Barbara H. Richardson	Teacher (Kdg.)	$4,900.00	September 1, 1964
Longfellow	Mrs. Leonore K. Scheffer	Teacher (Kdg.)	$4,900.00	September 1, 1964
Roberts	Susan Wetstein	Teacher (Kdg.)	$4,900.00	September 1, 1964
Harrington	Carole M. Martin	Teacher (I)	$4,900.00	September 1, 1964
Longfellow	Kathryn D. Melnick	Teacher (III)	$4,900.00	September 1, 1964
Harrington	Carolyn M. Watts	Teacher (III)	$4,900.00	September 1, 1964
Morse	Edwina H. Blaguszewski	Teacher (IV)	$4,900.00	September 1, 1964
Peabody	Mrs. Susan G. Filene	Teacher (IV)	$5,100.00	September 1, 1964
M. E. Fitzgerald	Joyce R. Levy	Teacher (VI)	$5,100.00	September 1, 1964
Roberts	Mrs. Marilyn A. McGinn	Teacher (V)	$4,900.00	September 1, 1964
M. E. Fitzgerald	Margaret R. Sheehan	Teacher (V)	$4,900.00	September 1, 1964
Russell	Carol L. Tash	Teacher (V)	$4,900.00	September 1, 1964
Roberts	Carol A. Nolan	Teacher (Health Class)	$4,900.00	September 1, 1964
Longfellow	Dariel D. Osmun	Teacher (Vision Class)	$4,900.00	September 1, 1964
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Cambridge High and Latin	Marilyn W. Closson	Teacher (Modern Language — German)	$5,100.00	September 1, 1964
	Sara Sanborn	Teacher (English)	$5,100.00	September 1, 1964
Rindge Technical	James J. Beakey	Teacher (English)	$4,900.00	September 1, 1964
	Edward R. Sarasin	Teacher (Mathematics)	$4,900.00	September 1, 1964

Qualifications: RECOMMENDED FOR APPOINTMENT UNDER THE AMENDED RULES OF THE SCHOOL COMMITTEE.

JOHN M. TOBIN
Superintendent of Schools

Question came on the Superintendent's recommendation of teachers to be appointed provisionally. The Superintendent reported that since making his recommendation at the meeting of April 21, 1964, that the following applicants had declined appointment:

Kathryn D. Melnick
Browyn Baird
Carolyn Judy
Naomi Nieman
Edwina H. Blaguszewski

On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of allowing the Superintendent to recommend additional teachers and to take action on the recommendation at this meeting.

The Superintendent recommended that the following persons be elected teachers on a provisional basis for a period of one year, from September 1, 1964, at the salary indicated in each case:

School	Name of Teacher	Rank	Salary
M. E. Fitzgerald	Nancy S. Melcher	Teacher (Kdg.)	$4,900.00 per yr.
Longfellow	Mrs. Mary C. Hill	Teacher (III)	4,900.00 per yr.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation set forth above: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion by Mr. Olesen "to reconsider" the foregoing vote, (hoping same would not prevail) failed of adoption.

Tabled Matters:

On motion by Mr. Olesen it was voted to take from the table the motion "that in view of the fact that the Cambridge School Department is assuming the major portion of the cost of the Summer Science School to be held this year at the Morse School, under the auspices of the Educational Services, Inc., i.e., providing the building, heat, light electricity, maintenance as well as paying the salaries of the teachers selected for this course, that all tuition paid by students attending these classes shall be deposited with the City Treasurer to the account of the Cambridge School Department; and, further, that any student desirous of attending these classes and who meets all the requirements for entrance but who is financially unable to meet the tuition cost, shall be admitted to the class to which he is to be assigned without payment of tuition." On motion by Mr. Olesen it was voted to place this motion on file.

Awaiting Report:

On motion by Mrs. Ackermann it was voted to lay on the table the following reports from the Director of Primary Education and Director of Bureau of Pupil Services on Montessori method of teaching:

SCHOOL DEPARTMENT
Cambridge, Massachusetts

BUREAU OF PUPIL SERVICES
Room 118
High and Latin School

Ruth F. Boland, Ed. D., Director **Telephone 876-4500**

RECOMMENDATION

After studying the possibility of using the Montessori method in the special classes of Cambridge, the committee found that the disadvantages outweighed the advantages. Therefore the adoption of this method is not recommended.

Respectfully submitted,
SUSAN MANKEVECH, Chairman

John M. Clarke
Mary M. Cronin
Esther B. Gilman
Catherine A. Howard
Joseph F. McDavitt
Leonard C. McGrath
Donald A. York

SCHOOL DEPARTMENT
Cambridge, Massachusetts

BUREAU OF PUPIL SERVICES
Room 118
High and Latin School

Ruth F. Boland, Ed. D., Director **Telephone 876-4500**

November 19, 1963

Report of the committee investigating the possibilities of using the Montessori method with younger retarded children.

by SUSAN G. MANKEVECH, Chairman

The following people served on the committee: Mr. Clarke, Miss Cronin, Miss Gilman, Miss Howard, Mr. McDavitt, Mr. McGrath, Mr. York, and Mrs. Mankevech, Chairman.

On Wednesday, November 6, 1963, the committee visited the classroom of the Cambridge Montessori School. The children were not there, but we were allowed to examine the materials presently being used, and the teachers were there to demonstrate and explain some of the materials and to answer any questions which we had. Unfortunately, since the school has just started, all the materials were not on display as only certain materials have been presented to the children.

On Wednesday, November 12, a committee meeting was held to discuss our observation and to draw up this report.

Although our knowledge of the Montessori method is limited, we feel that its philosophy is similar in many ways to our philosophy of working with retarded children; such as learning by doing, using tactile materials, sense training, allowing the children to work at their own rate, practical life experiences, self-help, experiences in social behavior, repetition.

Some of our favorable impressions are as follows:

ADVANTAGES

A. The equipment is attractive, well made and would be welcome to any classroom; surroundings are pleasant.

B. The classes are small. In the Cambridge Montessori School, for twenty-six children are two trained teachers and an assistant. One teacher works with the younger children, the other teacher works with the older children, and the assistant takes the children outside for recreation and helps in other activities. This method — something like a team teaching approach — would be ideal in a class for retarded children in a proper situation. To avoid expense, possibly student teachers could be a help to the teacher, or a substitute teacher who wants experience in working with retarded children.

C. Methods and materials used for sense training are valuable in working with trainable retarded children. We do sense training but with homemade materials.

D. Some of the materials could be used but adapted, such as sense training materials, lego blocks, form boards, color gradation, etc.

DISADVANTAGES

A. Training of teachers would be lengthy and expensive — one year of study at a Montessori Training College, the closest College being in Connecticut.

B. The equipment and materials are very expensive — approximately $1,500. for a nursery school program — as they are made with the best materials, and would have to be ordered from Holland, Italy, France or England.

C. According to the Montessori method, "these Montessori materials are of comparatively little value without previous training in the technique of presenting and using them."[1]

D. The program is too restricted. In working with retarded children, sometimes many different approaches must be used for reinforcement.

E. Retarded children cannot handle freedom of choice because they cannot always choose the activity of value. They tend to take the "easy way out" because of having met with failure in regular grades.

F. Most retarded children lack initiative, creativity, and ability to carry learning from one situation to another. For example, when teaching money to retarded children, real money should be used instead of play money as these children have difficulty making this transition.

G. Montessori program is geared toward teaching independence. With retarded children, we too want to teach independence, but this would develop over a much longer period of time.

H. Some of the projects are outdated.

I. Oklahoma City tried the Montessori method with some special classes. The program was discontinued after two years.

J. William H. Kilpatrick, one of America's foremost interpreters of the Dewey philosophy of activity and interest, was not impressed with Montessori's method. He commended her alliance with the scientific aim and attitude as the only rule of educational faith and practice. He believed, however, that in actual practice she had only the spirit of modern science. The system is quite restrictive due to the use of didactic materials. While the practical life activities afforded excellent opportunities for self-expression, imaginative or constructive play had no place in the use of the didactic materials. Games and the fine arts were inadequately utilized. Her method is too simple because transfer of training does not take place. The best sort of self-education takes place where real problems present themselves naturally to children. Her system of auto-education is too restrictive. Kilpatrick maintained that no sense can be improved by training. Experiments on the improvements of sense training have not supported Montessori's view. The success of the Montessori system in the field of reading was due essentially to the phonetic character of the Italian language. He admitted that she may have a contribution in the teaching of writing with her advanced preparation in the use of tools and her combination of reading and writing at the same time, but that her teaching of arithmetic seems to be no better than that found in America. He concludes that her method falls essentially below the best American methods.[2]

[1] E. M. Standing, Maria Montessori, Her Life and Work, New York, New American Library, 1957, p. 375.

[2] William H. Kilpatrick, The Montessori System Examined, Boston, Houghton Mifflin Company, 1914.

CAMBRIDGE PUBLIC SCHOOLS
DEPARTMENT OF PRIMARY EDUCATION
69 Elm Street
Cambridge, Massachusetts 02139
Winifred M. Linehan, Director

May 1, 1964

The Honorable, The School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Honorable Members:

In compliance with the request of the School Committee that the Director of Primary Education study the Montessori method of teaching and/or any other type of education the Director feels the School Committee should be apprised of, the following report is respectfully submitted.

Montessori education was originated by Maria Montessori, the first woman to receive a medical degree from the University of Rome. Her methods were first used with retarded children and later with normal children who lived in a slum development in Rome.

An unsuccessful attempt was made in the early 1900's to establish Montessori teaching in the United States. Again, in recent years, there has been a revival of interest in the Montessori Method. Private schools have been established, and several Montessori Associations have been formed. One of the best-known American Montessori schools is the Whitby School in Greenwich, Connecticut, which was given wide-spread publicity when it was the subject of a featured article in the *Saturday Evening Post.* Even better known to the people of the Boston area is the nursery-kindergarten school conducted at the Boston College School of Education for the purpose of research concerning the Montessori Method. The results of this experiment in educational research, now termed Modified Montessori, will not be available for some time.

Montessori education is popular in Italy, France, England, Holland, Germany and India. The Montessori International Headquarters is located in Amsterdam, Holland. Here, too, is the factory from which Montessori materials must be purchased.

Montessori education is concerned with the interaction of the child with a prepared environment under the guidance of a directress. The child is passing through stages of learning development called sensitive periods, during which he is presented certain rigid sensorial activities which must be done exactly as presented by the teacher and which must be repeated again and again by the child until he has mastered them. As these sensorial periods occur in the ages three to four and one-half, children who come to school for the first time at four and one-half to five years of age have passed through these periods before coming to school.

Moving at his own rhythm the child, under the Montessori Method, develops physically and intellectually through motor education, through sensory education and through language education. Within a prepared environment (teacher planning) the child is free to choose his activity. He is free, yet limited to work with what he has already mastered or with a task which the teacher demonstrates to him. He works freely and repetitiously until he has mastered the activity exactly as he has been shown how to do it. There is no creativity permitted.

Socially the child becomes aware first of self, then of others. It is said that Montessori children work individually. Naturally, at early ages the child works individually. At this level of development the child does not tend toward working in groups, but he prefers to work by himself or sometimes with one other, but "Three's a crowd." At six years and above, according to Dr. Rambusch, the children group together for instruction or they work independently at tasks. We, too, start grouping together for instruction at about this age and the children work independently at tasks.

Dr. Montessori stressed the need to start at three years of age and to work the materials from the beginning. Therefore we find that Montessori education begins at nursery school level. Parents, in our immediate society, usually have reasons for sending children to nursery school. Socially it may be the thing to do or the mother may be working or she may wish to be relieved of the responsibility of the child for a period of time or the child's home environment may be such that the nursery school experience may be valuable to his development. Nursery schools do provide shelter and supervision when it is not given at home, along with entertainment, occupation, and education. However, it is generally felt that nursery school experience is not an adequate substitute for a happy, healthy mother-child relation.

Recently Dr. Gair of the children's section of Mattapan Hospital spoke to the conference group of the Massachusetts Association for Childhood Education concerning present pressures that directly bear on teaching and learning. In this atomic age, he stated, there are pressures coming through from anxiety of parents who are concerned about their child's future. However, according to Dr. Gair, children can stand much if their security, the family, is maintained. He particularly cited parents who insist on the child's having tasks above his capacity. Parents, he warned, are misinformed and should be enlightened concerning this matter. Expecting a child to perform tasks too early for which he is not ready causes a sense of failure. This is pressure which is damaging to the child's self-concept, as the child feels inadequate. With sick children, Dr. Gair stated, such pressure may be very devastating.

For the following reasons it is not feasible that the Montessori Method be adopted by the Cambridge Public Schools at this time:

1. Research, to date, has not shown that the Montessori Method is better than other methods of teaching.
2. Nursery schools are not part of the Cambridge Public School System, and Montessori learning begins at the age of three.
3. Psychiatrists and reading specialists advise against presenting work to the child before he is ready for it.
4. The didactic materials for use in Montessori schools must be imported from Holland and are therefore quite costly.
5. Teachers of Montessori education must have a Montessori certificate which is awarded to an individual who has a Bachelor Degree and who has had one year's additional training in a Montessori classroom. (The result of a poll taken at a recent meeting of the kindergarten teachers of Cambridge showed that there are no teachers in the system who have had Montessori training or who hold Montessori certificates.)
6. Montessori schools must be approved by the National Montessori Association.
7. Pure Montessori education is too formal and too rigid, parents would feel that it discouraged creativity.

Finally, there should be an understanding that professors of education in our colleges are engaged in research. This is beneficial, for it arouses us and brings about improvement and progress. Methods are constantly being revised and updated. We listen, we read, we observe, we visit, we discuss, and we adopt what we feel is an improvement. In other words, we keep an open mind, but we do not become brain-washed. Furthermore, as many of the latest research experiments are organizational, we do not precipitate ourselves into changes without taking adequate time for planning and consideration, particularly as the researchers quite honestly admit that, to date, it has not been proved that pupils achieve more under these plans of organization than under the existing classroom organization and practices.

Respectfully yours,
Director of Primary Grades
and Kindergartens

NEW BUSINESS

The chairman ordered laid on the 'calendar' a motion by Mrs. Ackermann that Edward A. Conley, Master of the Harrington School, be elected to the position of Assistant Superintendent of Schools for elementary schools and that David E. Hockman, Master of the Morse School, be elected to the position of Assistant Superintendent of Schools for the secondary school.

It was voted to convene in executive session.

Conforming to an order that he establish a list by examination in accordance with the rules for the position of Master in the elementary schools for the purpose of establishing an eligible list for future vacancies of elementary master, said list to remain in effect and force for a period of three years, the Superintendent recommended that the following persons be appointed to serve as a Board of Examiners for the position of Master in the elementary schools:

Dr. William J. Cunningham
A.B., Boston College, 1921
A.M., Boston College, 1928
Ph.D., Boston University, 1935
Assistant Superintendent of Schools, Boston, 1960

Dr. Lawrence J. Newell, Director of Elementary Education
State College at Boston since 1957
B.S. in Ed., Salem State College, 1942
Ed.M., Boston University, 1949
Ed.D., Boston University, 1952
Teaching in public schools of Salem, Mass., 1946 to 1951.
College Teaching: Boston University, School of Education.
State College at Framingham
State College at Boston

Mr. Anthony J. Dampro, Asst. Superintendent of Schools in Natick, Mass., in charge of Elementary Schools for the past five years
A.B., Northeastern University, 1943
A.M., Boston University, 1947
Ed.M., Harvard University, 1952
Teacher in Elementary Grades in Natick, Mass., Public Schools for nine years
Supervising Principal in Natick, Mass., Public Schools for five years

On motion by Mr. McMahon it was voted on the following roll-call to adopt the Superintendent's recommendation that the foregoing Board of Examiners be appointed: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present".

The Superintendent presented a communication from the Staff Board of Examiners advising that Mr. John J. Walsh, a teacher of science and a specialist in physics (P.S.S.C.) was registered to take the National Teachers Examination on February 14, but because of a death in his family he was unable to take the examination. Because of this unusual circumstance the Board of Examiners respectfully request that Mr. Walsh be allowed to take the examination in the summer and his reappointment then be considered. The Superintendent concurred in the recommendation of the Staff Board of Examiners and recommended that Mr. Walsh be rated in September, 1964. On motion by Mr. Olesen it was voted to suspend the rules for the purpose of taking action on the Superintendent's recommendation. On the following roll-call it was voted on motion by Mr. McMahon to adopt the Superintendent's recommendation that John J. Walsh be rated in September, 1964: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent presented a communication from Mr. Robert R. Sweeney, Headmaster of the Rindge Technical School requesting that Mr. Warren Ferzoco be allowed to be rated by the Board of Examiners after he takes the National Teachers' Examination in July 1964 because of the unusual promise he has shown as a teacher during the year he has spent at Rindge Technical School. The Superintendent concurred in Mr. Sweeney's recommendation and recommended that Mr. Ferzoco be rated in September after he takes the National Teachers' Examination in July 1964. On motion by Mr. Olesen it was voted to suspend the rules for the purpose of taking action on the Superintendent's recommendation. On motion by Mr. Olesen it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that students of the Cambridge schools be granted permission to participate, on a voluntary basis, in the Harvard Bazar exhibit of Cambridge school art.

On motion by Mr. Duehay it was voted to make part of the minutes the following report of the Cambridge Public Schools Summer School Program:

THE CAMBRIDGE PUBLIC SCHOOLS
SUMMER SCHOOL PROGRAM
JUNE 29 THROUGH AUGUST 7, 1964
AT
THE CAMBRIDGE HIGH AND LATIN SCHOOL
BROADWAY AND TROWBRIDGE STREET

WHO MAY ATTEND?

The pupil must be a resident of Cambridge; and, either (a) enrolled in a public or private high school; or (b) have graduated in June, 1964, from the eighth grade of a public or private elementary school; or, (c) scheduled to be enrolled in September, 1964, in grade 7 or 8 of a public or private elementary school.

WHEN ARE CLASSES TO BE HELD?

The Summer School will extend for six weeks, from June 29 through August 7, 1964. There will be two class periods each day: 8:30 to 10:25 and 10:35 to 12:30.

WILL CREDIT BE GIVEN?

Courses may be taken for Review, or Make-Up, or Personal Interest and Enrichment. The final examination in the Summer School course will serve as the Make-Up Examination for pupils enrolled in either of the Cambridge public high schools who take any course for Make-Up. At the close of the Summer Session, a report — showing the pupil's grade and attendance record — will be sent to his parents. A similar report will be forwarded to the Headmaster, Master or Principal of the school he attends for notation on his permanent record. A mid-term Progress Report will be sent home to parents on Monday, July 20, 1964.

WILL TUITION BE CHARGED?

Yes. The tuition charge for Driver Education will be $35.00; there will be a fee of $20.00 per course for each of the other courses. Tuition fees are to be paid when the pupil registers. Cash will not be accepted in payment of tuition. Payment must be made by Postal Money Order, personal or Register Check made payable to the City of Cambridge. There will be no tuition refunds on, or after Wednesday, July 1, 1964.

WHO SHOULD ATTEND?

The session is short — 30 days or 60 hours of instruction in each course. The work is necessarily intensive and involves homework assignments. Only those should register who are prepared and willing to attend faithfully and to work diligently in class and at home. Pupils and their parents should consider carefully the work load involved in summer weather before registering for two Summer School courses which require home preparation. Pupils who are absent from class five or more times will not be admitted to the final examination and will have "Incomplete" noted on their record and report card. They may continue in class but as an auditor. There can be no exception to this rule and there will be no tuition refund. It is anticipated that those who attend Summer School will conduct themselves in a proper manner. However, parents will be notified immediately should there be any misconduct. A second offense will result in the prompt exclusion of the offender from the Summer School. In the unlikely event that such drastic action becomes necessary, there will be no refund of tuition in any amount.

WHICH COURSES ARE TO BE OFFERED?

No course will be offered if there are fewer than 10 registrations for it.

College Preparatory English 1, 2, 3, 4
Non-College English 1, 2, 3, 4

Representative Plays of Shakespeare: The Tempest (Comedy); Henry the Fifth (Historical Drama); Romeo and Juliet, and King Lear (Tragedies).

College Preparatory Mathematics:
    Algebra 1, Geometry; Algebra 2 or Mathematics 3, Advanced Mathematics

French 1 and 2, or Spanish or German if enrollment warrants.

Latin 1 and 2

Selected Topics in P.S.S.C. Physics
Conventional, non-college Physics 1 and 2
Chemistry
Biology

Driver Education (Limited to 40)

Registrants must present on registering a Learner's Permit, or a Birth, or Baptismal Certificate as documentary proof that they will have attained age 16 on or before July 1, 1964.

A Learner's Permit is now required before anyone may receive behind-the-wheel Driver Training. Although this permit is not a pre-requisite for registration, prospective pupils are urged to obtain the Learner's Permit prior to June 29.

Standard shift cars are used for instructional purposes.

Registration in the courses listed below is open to all pupils including those in Grades 7 and 8:

Developmental "Speed" Reading
Remedial Reading
Personal Typing
Art Workshop

Registration in the courses listed below is restricted to those who will be enrolled in Grades 7, 8 and 9 in September, 1964:

Language Arts Review
Arithmetic Review

WHEN MAY PUPILS REGISTER?

Registrations will be accepted at the Main Office at the Cambridge High and Latin School ONLY BETWEEN THE HOURS OF 3 and 4 on School Days, Fridays included, from May 18 to June 12 inclusive. The Director of the Summer School will also be available in the Main Office of the Cambridge High and Latin School between the hours of 9 and 12 a.m., Monday through Friday, June 22 to 26.

For Further Information Call —

MR. GUNNAR E. HAUGH, Director
Cambridge Summer School Program

Having successfully completed the requirements under which their appointments were conditioned, the Superintendent recommended that the following named teachers be re-elected for a period of one year from September 1, 1964:

May 5, 1964

RECOMMENDATIONS

The following teachers have successfully completed the requirements under which their appointments were conditioned (1963).

Their reappointments are therefore recommended.

ELEMENTARY SCHOOLS

1. Mary E. Coakley, 1872 Commonwealth Ave., Brighton, Mass.
   Experience: Haggerty School — Kindergarten
   Recommended by: Master of School, Director of Primary Education, Board of Examiners

   National Teacher Examinations — Common Total 714
   Optional 70

2. Mrs. Susan Kovnot Ezekiel, 30 Mott St., Arlington, Mass.
   Experience: M. E. Fitzgerald School — Kindergarten
   Recommended by: Master of School, Director of Primary Education, Board of Examiners

   National Teacher Examinations — Common Total 730
   Optional 86

3. Mrs. Joan Isenberg, 50 Carey Ave., Watertown, Mass.
   Experience: Houghton School — Kindergarten
   Recommended by: Master of School, Director of Primary Education, Board of Examiners

   National Teacher Examinations — Common Total 557
   Optional 58

4. Mrs. Eve J. Bell Berall, 77 Addington Rd., Brookline, Mass.
   Experience: Morse School — Grade 3
   Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 701
Optional 78

5. Kathleen M. Casey, 194 Erie St., Cambridge, Mass.
Experience: Russell School — Grade 3
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 631
Optional 68

6. Kathleen Fitzgerald, 10 Muller Ave., Cambridge, Mass.
Experience: Roberts School — Grade 2
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 588
Optional 57

7. Linda M. Maloney, 10 Hawthorn Park, Cambridge, Mass.
Experience: Houghton School — Grade 2
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 680
Optional 69

8. Judith T. Perham, 5 Fiske Terrace, Brighton, Mass.
Experience: Russell School — Grade 1
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 614
Optional 66

9. Joyce E. Redling, 7 Temple St., Cambridge, Mass.
Experience: Putnam School — Grade 1
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 606
Optional 65

10. Sara Carolyn Shelley, 334 Harvard St., Cambridge, Mass.
Experience: Harrington School — Grade 3
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 655
Optional 77

11. Barbara A. Thomas, 107 Ellery St., Cambridge, Mass.
Experience: Roberts School — Grade 2
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 607
Optional 69

12. Mrs. Diane Bielawa, 2025 Commonwealth Ave., Brighton, Mass.
Experience: Thorndike School — Grade 4
Recommended by: Master of School, Board of Examiners

National Teacher Examinations Common Total 643
Optional 66

13. Dorothy F. Daly, 60 Redgate Rd., West Roxbury, Mass.
Experience: Morse School — Grade 4
Recommended by: Master of School, Board of Examiners

National Teacher Examinations Common Total 627
Optional 67

14. Barbara M. Bachman, 1737 Cambridge St., Cambridge, Mass.
Experience: Elementary Schools — Home Economics
Recommended by: Masters of Peabody and Russell Schools, Board of Examiners

National Teacher Examinations Common Total 659
Optional 70

15. Mrs. Rosalie Cardella Edwards, 5 Smith Court, Boston, Mass.
Experience: Harrington School, Home Economics
Recommended by: Master of School, Board of Examiners

National Teacher Examinations Common Total 596
Optional 65

16. Maryanne Bergeron, 45 Winter St., Nahant, Mass.
Experience: Elementary Schools — Physical Education
Recommended by: Director of Physical Education, Board of Examiners

National Teacher Examinations Common Total 550
Optional 64

17. Joseph J. Cincotta, 381 Broadway, Cambridge, Mass.
Experience: Elementary Schools — Physical Education
Recommended by: Director of Physical Education, Board of Examiners

National Teacher Examinations Common Total 569
Optional 56

18. Mrs. Vasha N. Rosenblum, 89 Ossipee Rd., Somerville, Mass.
Experience: Elementary Schools — Physical Education
Recommended by: Director of Physical Education, Board of Examiners

National Teacher Examinations Common Total 692
Optional 74

HIGH SCHOOLS

19. Mrs. Blanche Miller Johnsen, 103 Ellery St., Cambridge, Mass.
Experience: Cambridge High & Latin School — Librarian
Recommended by: Headmaster of School, Board of Examiners

National Teacher Examinations Common Total 751

20. Mrs. Ardith B. Kerst, 380 Harvard St., Cambridge, Mass.
Experience: Cambridge High & Latin School — Home Economics
Recommended by: Headmaster of School, Board of Examiners

National Teacher Examinations	Common Total	726
	Optional	87

21. Claire M. Lafferty, 76 Grozier Rd., Cambridge, Mass.
Experience: Cambridge High & Latin School — Mathematics
Recommended by: Headmaster of School, Headmaster's Assistant, Board of Examiners

National Teacher Examinations	Common Total	735
	Optional	79

22. Mrs. Jacqueline Glines Wescott, 20 Grove St., Somerville, Mass.
Experience: Cambridge High & Latin School — English
Recommended by: Headmaster of School, Headmaster's Assistant, Board of Examiners

National Teacher Examinations	Common Total	669
	Optional	59

23. Stephen F. Smalley, 45 Irving St., Brockton, Mass.
Experience: Rindge Technical School — Art
Recommended by: Headmaster of School, Director of Art, Board of Examiners

National Teacher Examinations	Common Total	611
	Optional	74

It was voted to reconvene in regular session.

It was voted on motion by Mr. Fitzgerald to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, May 19, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Fitzgerald it was voted that the minutes of the meeting of May 5, 1964 be approved as presented.

On motion by Mr. Solomons it was voted to accept with pleasure an invitation extended by the Isaac Wilson Taylor Post V.F.W. to participate in their annual Memorial Service and parade on Sunday, May 24.

On motion by Mr. Olesen it was voted to refer to the Committee on Athletics (when appointed) a communication from the Tennis and Golf coaches at Rindge Technical and High & Latin School requesting consideration of a plan to extend the tennis and golf seasons to include 30 days in the Fall.

There being no objection the chairman ordered referred to "Hearings" a communication from the Cambridge Teachers Association requesting permission to appear before the committee to discuss teachers' revised salary schedule.

On motion by Mr. Olesen it was voted to refer to the Superintendent for report at the next meeting the following communication received from Phillips Brooks Hourse, Harvard University:

PHILLIPS BROOKS HOUSE
HARVARD UNIVERSITY
CAMBRIDGE, MASSACHUSETTS 02138

May 4, 1964

Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Dear Sirs and Madam:

The Phillips Brooks House of Harvard University has in the past been very interested in offering the resources of the University to the various school systems in the Boston area. We feel that in this way undergraduates can learn from and also serve the community. The Harvard Undergraduate Teacher Program has provided students as assistants to teachers within the Cambridge Public Schools as well as in other schools in the Boston area.

We feel that, while this program has been fairly successful, it has left untapped many of the potential resources of the University. We would like to initiate a program which would enable the Cambridge schools to better use talented undergraduates. At the present time, we have no specific program in mind but would like to acquaint the school committee with some of the kinds of things that we might be able to do if the committee were interested.

1. At Harvard, there is a large number of foreign students, many of whom enjoy speaking and showing slides to various groups in the Boston area.

Some school groups and organizations have already taken advantage of these students. Also, we can probably provide speakers on almost any other topic that is desired.

2. There are many theatrical groups which can perhaps be persuaded to put on scenes from various plays, for example Shakespeare, or to do dramatic readings for groups of students.

3. In the field of music, there is also a large supply of talent that can be drawn upon. This talent could be used in many ways; perhaps students could put on musical programs for classes or assemblies, or perhaps undergraduates could demonstrate the use of their instruments to Cambridge classes. Also, there are various singing groups at the University which the schools might use in conjunction with music courses.

4. Perhaps undergraduates could be found to advise clubs where students cannot find an appropriate faculty advisor or to put on a program for a special-interest club.

Let us just add that there are students who are interested in working with younger children and who could put on programs for the Cambridge students in the lower grades. We have already supplied students as entertainers, speakers, etc. for young children in local settlement houses and community centers in the past and most of them have been well received.

All these activities could be organized within the schools, but we feel that it would be mutually advantageous if we could cooperate with you in these areas. This list of resources is obviously not meant to be inclusive; it is meant only to suggest to the school committee an idea of what is available. As mentioned earlier, we do not have any definite program; we just feel that resources are here and that they can be used. We would appreciate any suggestions the school committee might have on whether or not such a program might be applicable, just how it could be used, and how this kind of program might be implemented. We would, of course, welcome an opportunity to discuss this further with the committee.

Thank you for considering the idea.

Respectfully,
QUENTIN DAVIS
Phillips Brooks House
Harvard University

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent regretfully reported the death, on May 6, 1964, of Philip W. Natale, teacher at Rindge Technical School, and on motion by Mr. Fitzgerald it was voted that the School Committee express their sincere sorrow upon learning of his death.

It was voted to adopt the Superintendent's recommendation that the name of Joyce R. Levy be stricken from the list of persons recommended for appointment as teachers at the meeting of May 5, 1964, inasmuch as Miss Levy has declined the appointment.

On motion by Mr. Duehay it was voted on the following roll-call that Dr. William C. Cottle and Dr. Frances E. Dunn, authorities in the field of Guidance, who have been engaged by vote of the School Committee to conduct a survey on Guidance, be compensated at the rate of $1,000.00 each for their services; and, further, that a sum of $2,500.00 be appropriated to Schedule F-19 Survey Board Account, said sum to be provided by transfer from Revolving Account School Grant PL-874: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On a motion offered jointly by Mrs. Ackermann and Mr. Solomons it was voted to adopt the Superintendent's recommendation (roll-call vote) that Harry A. Parris, teacher at Rindge Technical School, be granted leave of absence without loss of salary, from June 8, 1964 to the close of school in June 1964, for the purpose of accepting an offer to teach the physics program of a National Science Foundation Summer Institute in Tokyo, Japan: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The chairman ordered laid on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY FOLLETT PUBLISHING CO.
American History Study Lessons, by Dr. Abramowitz
Turner-Livingston Reading Series:
    The Money You Spend
    The Town You Live In
    The Jobs You Get
    The Person You Are
    The Friends You Make
    The Family You Belong To
Spelling and Writing Patterns: Books A through F, by Morton, et. al.

PUBLISHED BY CORONET:
Coronet Learning Programs:
    David Discovers The Dictionary
    Grouping Animals: What Is A Mammal?
    How We Forecast The Weather
    Latitude And Longitude
    Maps: We Read Them

PUBLISHED BY McGRAW-HILL BOOK CO. (Gregg Division)
General Office Practice, 2nd Edition (Workbook), by Archer, et. al.

The Superintendent presented bids for furnishing Athletic Equipment & Supplies, Paper & General School Supplies and for furnishing Desks, Chairs & Tables. On motion by Mr. Olesen it was voted that the bids for Athletic Equipment & Supplies be referred to the Committee on Athletics (when appointed)

There being no objection the Chairman ordered the bids for Paper and General School Supplies and for furnishing Desks, Chairs and Tables, placed on the "calendar".

HEARINGS

It was unanimously agreed to grant permission to the Cambridge Teachers Association to allow a spokesman to appear for the purpose of discussing the teachers' revised salary schedule. Mr. Thomas R. Smyth, teacher at the M. E. Fitzgerald School, represented the Teachers' Association. At the conclusion of the hearing it was agreed to take the matter under advisement.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

Question came on a motion presented at the meeting of May 5, 1964 "That the Guidance Survey Committee shall be enlarged to three members by engaging the services of Dr. Nathan Wright, who shall be responsible for advising the other consultants, Dr. Wm. C. Cottle and Dr. Frances E. Dunn and the School Committee, with respect to special problems of minority groups within the area covered by the Survey." and a proposed amendment to the motion by striking out the words "Dr. Nathan Wright" and substituting therefore the words "a qualified Negro consultant in the field of guidance." The chairman ordered the amendment. On the following roll-call it was voted not to adopt an amendment by Mr. Olesen that the amendment be amended by adding after the word "qualified Negro Consultant in the field of Guidance" the words "who will volunteer his services without stipend": Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay". It was then voted on the following roll-call to adopt Mr. Solomons proposed amendment by striking out the words "Dr. Nathan Wright" and substituting therefore the words "a qualified Negro consultant in the field of Guidance": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On motion by Mrs. Ackermann it was then voted that the amended motion be referred to the Superintendent with the request that he discuss same with the Survey Board conducting a survey on Guidance.

Question came on a motion presented by Mrs. Ackermann at the meeting of May 5, 1964 "That Edward A. Conley, Master of the Harrington School, be elected to the position of Assistant Superintendent of Schools for elementary schools and that David E. Hockman, Master of the Morse School, be elected to the position of Assistant Superintendent of Schools for the secondary schools." Mr. Olesen moved to amend by adding "and that each named person be voted on separately". Mr. Solomons placed objection against action on the amendment at this meeting and the chairman ordered the amendment and main motion placed on the "calendar".

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation, presented at the meeting of May 5, 1964, that the teachers whose names are set forth below, having successfully completed the requirements under which their appointments were condition, be re-elected for a period of one year, from September, 1964: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

May 5, 1964

RECOMMENDATIONS

The following teachers have successfully completed the requirements under which their appointments were conditioned (1963).

Their reappointments are therefore recommended.

ELEMENTARY SCHOOLS

1. Mary E. Coakley, 1872 Commonwealth Ave., Brigton, Mass.
   Experience: Haggerty School — Kindergarten
   Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 714
Optional 70

2. Mrs. Susan Kovnot Ezekiel, 30 Mott St., Arlington, Mass.
Experience: M. E. Fitzgerald School — Kindergarten
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 730
Optional 86

3. Mrs. Joan Isenberg, 50 Carey Ave., Watertown, Mass.
Experience: Houghton School — Kindergarten
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 557
Optional 58

4. Mrs. Eve J. Bell Berall, 77 Addington Rd., Brookline, Mass.
Experience: Morse School — Grade 3
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 701
Optional 78

5. Kathleen M. Casey, 194 Erie St., Cambridge, Mass.
Experience: Russell School — Grade 3
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 631
Optional 68

6. Kathleen Fitzgerald, 10 Muller Ave., Cambridge, Mass.
Experience: Roberts School — Grade 2
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 588
Optional 57

7. Linda M. Maloney, 10 Hawthorn Park, Cambridge, Mass.
Experience: Houghton School — Grade 2
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 680
Optional 69

8. Judith T. Perham, 5 Fiske Terr., Brighton, Mass.
Experience: Russell School — Grade 1

Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 614
Optional 66

9. Joyce E. Redling, 7 Temple St., Cambridge, Mass.
Experience: Putnam School — Grade 1
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 606
Optional 65

10. Sara Carolyn Shelley, 334 Harvard St., Cambridge, Mass.
Experience: Harrington School — Grade 3
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 655
Optional 77

11. Barbara A. Thomas, 107 Ellery St., Cambridge, Mass.
Experience: Roberts School — Grade 2
Recommended by: Master of School, Director of Primary Education, Board of Examiners

National Teacher Examinations Common Total 607
Optional 69

12. Mrs. Diane Bielawa, 2025 Commonwealth Ave., Brighton, Mass.
Experience: Thorndike School — Grade 4
Recommended by: Master of School, Board of Examiners

National Teacher Examinations Common Total 643
Optional 66

13. Dorothy F. Daly, 60 Redgate Rd., West Roxbury, Mass.
Experience: Morse School — Grade 4
Recommended by: Master of School, Board of Examiners

National Teacher Examinations Common Total 627
Optional 67

14. Barbara M. Bachman, 1737 Cambridge St., Cambridge, Mass.
Experience: Elementary Schools — Home Economics
Recommended by: Masters of Peabody and Russell Schools, Board of Examiners

National Teacher Examinations Common Total 659
Optional 70

15. Mrs. Rosalie Cardella Edwards, 5 Smith Court, Boston, Mass.
Experience: Harrington School — Home Economics
Recommended by: Master of School, Board of Examiners

National Teacher Examinations Common Total 596
Optional 65

16. Maryanne Bergeron, 45 Winter St., Nahant, Mass.
Experience: Elementary Schools — Physical Education

Recommended by: Director of Physical Education, Board of Examiners

National Teacher Examinations Common Total 550
Optional 64

17. Joseph J. Cincotta, 381 Broadway, Cambridge, Mass.
Experience: Elementary Schools — Physical Education
Recommended by: Director of Physical Education, Board of Examiners

National Teacher Examinations Common Total 569
Optional 56

18. Mrs. Vasha N. Rosenblum, 89 Ossipee Rd., Somerville, Mass.
Experience: Elementary Schools — Physical Education
Recommended by: Director of Physical Education, Board of Examiners

National Teacher Examinations Common Total 692
Optional 74

HIGH SCHOOLS

19. Mrs. Blanche Miller Johnsen, 103 Ellery St., Cambridge, Mass.
Experience: Cambridge High & Latin School — Librarian
Recommended by: Headmaster of School, Board of Examiners

National Teacher Examinations Common Total 751

20. Mrs. Ardith B. Kerst, 380 Harvard St., Cambridge, Mass.
Experience: Cambridge High & Latin School — Home Economics
Recommended by: Headmaster of School, Board of Examiners

National Teacher Examinations Common Total 726
Optional 87

21. Claire M. Lafferty, 76 Grozier Rd., Cambridge, Mass.
Experience: Cambridge High & Latin School — Mathematics
Recommended by: Headmaster of School, Headmaster's Assistant, Board of Examiners

National Teacher Examinations Common Total 735
Optional 79

22. Mrs. Jacqueline Clines Wescott, 20 Grove St., Somerville, Mass.
Experience: Cambridge High & Latin School — English
Recommended by: Headmaster of School, Headmaster's Assistant, Board of Examiners

National Teacher Examinations Common Total 669
Optional 59

23. Stephen F. Smalley, 45 Irving St., Brockton, Mass.
Experience: Rindge Technical School — Art
Recommended by: Headmaster of School, Director of Art, Board of Examiners

National Teacher Examinations Common Total 611
Optional 74

Tabled Matters:

On motion by Mr. Olesen it was voted to take from the table the reports received from the Director of Primary Education and the Director of Bureau of Pupil Services relative to the Montessori method of teaching, spread in their entirety in the minutes of the meeting of May 5, 1964. On motion by Mr. Olesen it was voted that these reports be placed on file and copies be sent to the Boston and local press with the request that it be printed in full.

Awaiting Report:

On motion by Mrs. Ackermann it was voted to place on file a communication from Robert R. Sweeney, Headmaster of Rindge Technical School, with relation to a tentative plan for Rindge Technical School as a six-year school.

It was unanimously agreed to refer to executive session the Superintendent's recommendations implementing the report of the Staff Committee on Data Processing.

NEW BUSINESS

On motion by Mr. Olesen it was voted to adopt the following resolution:

WHEREAS: May 29, 1918 is the birth date of our late beloved and martyred President, John Fitzgerald Kennedy, and

WHEREAS: Memorial Day, a day of remembrance of all our deceased, falls on Saturday, May 30,
therefore, be it

RESOLVED: That out of respect to the memory of our beloved martyred President and our own beloved dead, that the Cambridge School Department be closed on Friday, May 29, 1964.

On motion by Mr. Solomons it was voted that the Chief Custodian be instructed to bring in a report, at the first meeting in June, outlining his summer maintenance plans for the school buildings.

On motion by Mrs. Ackermann it was voted that the Superintendent inform the School Committee by next October as to his plans for expanding the library program into all elementary schools as fast as feasible — listing the number of new staff members to be hired each year, the amount to be spent on books, and the reasons for and against having a full-time executive in charge of this program.

On motion by Mrs. Ackermann it was voted that the Superintendent inform the School Committee by next October as to his plans for expanding the science program into all elementary schools as fast as feasible — listing the number of new staff members to be hired each year, the amount to be spent on new equipment, and the reasons for and against having a full-time executive in charge of this program.

On motion by Mr. Fitzgerald it was voted to convene in executive session.

Petition was received from Anna E. Marsh, teacher at the Roberts School, requesting leave of absence without loss of salary, from February 24, 1964 to April 10, 1964, because of injury suffered by reason of an automobile accident. On the following roll-call it was voted that Anna E. Marsh, teacher at the Roberts School, be granted leave of absence without loss of salary, from February 24, 1964 to April 10, 1964, on the condition that she sign an agreement to refund to the City of Cambridge any salary paid her under this leave of absence if and when an insurance company may award her full salary for the same period because of an accident suffered by Miss Marsh: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent reported that he has received an announcement from the Educational Services, Inc., that in addition to the $50.00 per week allowance to be paid by the Cambridge School Department to teachers selected to take the summer science course, the Elementary Science Study will provide a supplement of $25.00, bringing the total to $75.00, plus a dependency allowance of $15.00 per dependent, up to a limit of 4 dependents.

Conforming to an order that he bring in additional recommendations necessary to implement the report of the Staff Committee on Data Processing, the Superintendent recommended that the duties of the Director of Data Processing be temporarily assigned to Edmond J. Murphy, Assistant Headmaster at High & Latin School, without change in salary or status. On motion by Mr. Olesen it was voted that this recommendation be laid on the table.

It was voted to reconvene in regular session.

On motion by Mr. Fitzgerald it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, June 2, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Solomons it was voted to approve as presented the minutes of the regular meeting of May 19, 1964.

Petition was received from Mrs. Robin Ramsay, requesting the opportunity to address the School Committee at the next regular meeting for the purpose of presenting a petition regarding the kindergarten at the Peabody School. On motion by Mrs. Ackermann it was voted to grant the request.

There being no objection the chairman ordered placed on file a communication from Harvena Joan Dillon, thanking the committee for allowing her to be rated for a position of teacher.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

On the following roll-call it was voted to adopt the Superintendent's recommendation that for the purpose of providing funds for approved projects under the National Defense Education Act, the following appropriations be approved:

TO:	Schedule F-23	(Revolving Acct.)	Elementary Mathematics	500.00
	Schedule F-20	(Revolving Acct.)	High & Latin and Rindge Science Program	5,300.00
	Schedule F-24	(Revolving Acct.)	Elementary Modern Language (French) Program	829.00
	Schedule F-25	(Revolving Acct.)	High & Latin Modern Language	700.00
	Schedule F-26	(Revolving Acct.)	Rindge Technical Mathematics Program	4,545.00
				$11,874.00

— said sum of $11,874.00 to be provided by transfer from Revolving Account School Grant P.874: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald "Absent".

There being no objection the chairman ordered placed on the 'calendar' bids received for furnishing bus transportation, Teachers Counting Frames, Science Apparatus, Calculator and Computer.

The chairman ordered placed on the 'calendar', in accordance with the rules, the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY ADDISON WESLEY PUBLISHING CO.
Modern Algebra, Second Course, by Johnson, et. al.

PUBLISHED BY LAIDLAW BROTHERS:
Magic & Laughter, Grade 4, by Shane & Hester

Words With Wings, Grade 5, by Shane & Hester
Courage & Adventure, Grade 6, by Shane & Hester
New Horizons, Book 1, 2, 3, by Brewton, et. al.
Using Good English, Grade 10, 11, 12, by Brewton, et. al.
General Mathematics, Grades 9-10-11-12, by Brown, et. al.
History of our United States, Grades 7-8, by Harlow, et. al.

The Superintendent reported that Paul J. Cerquo, teacher recommended for appointment as a teacher at the Longfellow School, has declined the appointment and recommended that his name be stricken from the list of appointees. It was voted to adopt the Superintendent's recommendation.

It was voted to adopt the Superintendent's recommendation that Mrs. Mary L. Thompson, teacher at the M. E. Fitzgerald School, having filed the proper forms required by the rules, be granted Maternity Leave of Absence from September 1, 1964 to September 1, 1966, in accordance with the Rules of the School Committee.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that Carol J. Donehue, teacher at the Haggerty School, be granted Sabbatical Leave of Absence, from September 1, 1964 through June 30, 1965, in accordance with the Rules of the School Committee, as recommended by the Staff Council on Personnel Development: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that Florence M. Russell, Headmaster's Assistant at High & Latin School, be granted Sabbatical Leave of Absence, from September 1, 1964 through February 1, 1965, in accordance with the Rules of the School Committee, as recommended by the Staff Council on Personnel Development and concurred in by the Superintendent of Schools: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent informed the committee that he has received several proposals from various insurance agencies for furnishing Student Accident Insurance, and recommended that representatives of these companies be invited to appear before the School Committee. On motion by Mr. Fitzgerald it was voted that representatives of these companies be invited to appear before the committee at the next regular meeting. On motion by Mr. Olesen it was further voted that each representative be limited to a five minute period to present his proposal.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of May 19, 1964.

Question came on bids for furnishing paper and general school supplies. A motion by Mr. Olesen to lay these bids on the table, failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". On motion by Mr. Duehay it was then voted on the following roll-call to approve the Superintendent's recommendation for awards on paper and general school supplies as set forth in detail below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay".

RECOMMENDATIONS FOR AWARDS ON PAPER AND GENERAL SCHOOL SUPPLIES

BASED ON PROPOSALS RECEIVED MAY 14, 1964

Item No.	Quantity	Item	Recommended Bidder	Unit Price	TOTAL COST
1.	5500 rms.	Letter ½ Composition Paper	Hammett — low	$ .52	$2,860.00
2.	500 rms.	Spelling Slips	Hammett — low	.185	92.50
3.	3M rms.	Manila ½ Plain 8½ x 11 Paper	Hammett — low	.37	1,110.00
4.	2500 rms.	Manila ½ Ruled 8½ x 11 Paper	Wolkins — low	.405	1,012.50
5.	1500 rms.	Manila ¼ Plain 6 x 9 Paper	Wolkins — low	.224	336.00
6.	18M	Manila 6 x 9 Paper Pads	Hammett — only bid	92.00M	1,656.00
7.	500 rms.	Primary Paper — 8 x 10½	Hammett — low	.38	190.00
8.	500 rms.	Manila Drawing Paper 9 x 12	Hammett — 2nd low*	.87	435.00
9.	500 rms.	White Drawing Paper 12 x 18	Hammett — 3rd low*	2.74	1,370.00
10.	300 rms.	White Drawing Paper 9 x 12	Hammett — 3rd low*	1.37	411.00
11.	250 pkgs.	Manila Tag 9 x 12	Hammett — low	.51	127.50
12.	4M rms.	Duplicator Paper 8½ x 11 — 5 lb.	John Carter — 2nd low	1.00	4,000.00
			(low bid: Wolkins at .739 — not #1 Watermarked paper as specified)		
13.	100 rms.	White Bond Paper 8½ x 11 — 5 lb.	John Carter — 2nd low	1.00	100.00
			(low bid: Wolkins at .739 — not #1 Watermarked paper as specified)		
14.		Construction Paper 9 x 12 —			
	200 pkgs.	red	Hammett — low	.45	90.00
	150 pkgs.	orange	Hammett — low	.39	58.50
	150 pkgs.	black	Hammett — low	.35	52.50
	150 pkgs.	yellow	Hammett — low	.35	52.50
	250 pkgs.	green	Hammett — low	.35	87.50
	100 pkgs.	blue	Hammett — low	.35	35.00
	100 pkgs.	purple	Hammett — low	.39	39.00
15.		Construction Paper 12 x 18 —			
	200 pkgs.	red	Hammett — low	.90	180.00
	200 pkgs.	orange	Hammett — low	.78	156.00

Item No.	Quantity	Item	Recommended Bidder	Unit Price	TOTAL COST
	200 pkgs.	yellow	Hammett — low	.70	140.00
	200 pkgs.	green	Hammett — low	.70	140.00
	200 pkgs.	blue	Hammett — low	.70	140.00
	100 pkgs.	purple	Hammett — low	.78	78.00
	100 pkgs.	brown	Hammett — low	.70	70.00
	200 pkgs.	black	Hammett — low	.70	140.00
16.	8M	Composition Books — 40 pg.	Hammett — only bid	3.40C	272.00
17.	250 doz.	Notebooks — #40	Hammett — low	.95	237.50
18.	75 doz.	Notebooks — Shorthand	Hammett — low	1.15	86.25
19.	50M	Envelopes — Manila Bank #6	Colonial — low	3.82M	191.00
20.	12M	Envelopes — Manila #1 Catalog	Hammett — low	7.45	89.40
21.	30M	Envelopes — #10 — white	Colonial — low	4.18	125.40
22.	5M	Envelopes — Manila Clasp 10 x 13	Hammett — low	15.00	45.00
23.	3M	Envelopes — Manila Clasp 9 x 12	Hammett — low	15.00	45.00
24.	8M	File Folders — letter size	Wolkins — low	12.96	103.68
25.	5M	Index Cards — 3 x 5	Hammett — low	.80	4.00
26.	100 gr.	Chalk — Sightsaver	Hammett — low	.93	93.00
27.	200 gr.	Chalk — Dustless — white	Hammett — low	.84	168.00
28.	75 lbs.	Erasers — Pencil	Allen — low	1.34	100.50
29.	400 qts.	Paste	Gledhill — low	.29	116.00
30.	100 doz. tubes	Paste	Gledhill — low	1.44	144.00
31.	100	Pointers	Gledhill	.17	17.00
32.	50 gr.	Primary Pencils	Gledhill — 2nd low	4.10	205.00
			(low bid: Allen at 3.92 not a primary pencil — circumference too small)		
33.	500 gr.	Writing Pencils	Gledhill — low	1.77	885.00
34.	15 gr.	Colored Pencils	Wolkins — low	6.79	101.85
35.	8M	Ball Point Pens	Wolkins — low	89.40	715.20
36.	300 boxes	Rubber Bands	Gledhill — low	.20	60.00
37.	50 gr.	Wooden Rulers — 12"	Hammett — low	3.60	180.00
38.	50	Blackboard Rulers	Gledhill — low	.60	30.00
39.	50	Staple Machines	Wolkins — low	3.03	151.50
40.	100 boxes	Standard Staples	Mainco — low	.28	28.00

Item No.	Quantity	Item	Recommended Bidder	Unit Price	TOTAL COST
41.	100 boxes	Scout Staples	Hammett — low	.55	55.00
42.	300 boxes	Thumb Tacks	Gledhill — low	.085	25.50
43.	125 doz.	Scissors — 5″	Gledhill — low	2.56	320.00
44.	75 doz.	Scissors — blunt — 4″	Gledhill — low	2.09	156.75
45.	100 doz.	Cellophane Tape — ¾ x 1296″	Allen — low	3.42	342.00
46.	36 doz.	Marking Tape — ¾″	Mainco — low	5.32	191.52
47.	75	Tape Dispensers	Hammett — low	1.49	111.75
48.	50	Yardsticks	Mainco — low	.22	11.00
49.	50M (500 pkgs.)	Cards — #13 2 x 3½	Wolkins — low	.15	75.00
50.	6 rms.	Desk Blotters — 19 x 24	Mainco — low	21.50	129.00
51.	125 doz.	Watercolor Brushes	Gledhill — 2nd low*	1.89	226.25
			(brushes tested by Art Director — low Wolkins at .96 rejected)		
52.	100 doz.	Watercolor Cups	Hammett — low	.36	36.00
53.	25 gr. boxes	Wax Crayons — 8 colors large	Hammett	36.00	900.00
54.	3 gr. boxes	Wax Crayons — 16 colors	Hammett	67.68	203.04
55.	8 gr. boxes	Pressed Crayons — Kdgn. 8 colors	Hammett	36.00	288.00

*Items 8-9-10 — Drawing Paper
Item 51 — Watercolor Brushes

Samples tested by Art Director, Mr. Santora who recommends as follows:

"I have selected Hammett's Colonial White and Manila Papers because of the quality and surface of the paper which enhances either pencil or watercolor work. . . . I have also selected Gledhill's #51 Watercolor Brush because I feel it is a superior brush."

TOTALS —	J. L. Hammett Co.	$12,564.94	
	Henry J. Wolkins	2,495.73	
	John Carter	4,100.00	
	Colonial Paper	316.40	
	Allen Stat.	442.50	
	Gledhill	2,185.50	
	Mainco	359.52	
			$22,464.59

On the following roll-call it was voted to adopt the Superintendent's recommendation that the contract for furnishing pupil desks and chairs be awarded to Twombly Associates, Inc., 750 Main Street, Winchester, at a price of $10.60 per desk and $6.04 per chair; and, further, that the contract for furnishing pupil tables be awarded to E. F. Maloney Company, Washington Street, Duxbury, Mass., at a price of $36.25 each: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting **"Yea"**.

Question came on a motion "That Edward A. Conley, Master of the Harrington School, be elected to the position of Assistant Superintendent of Schools for elementary schools and that David E. Hockman, Master of the Morse School, be elected to the position of Assistant Superintendent of Schools for the secondary schools" and an amendment by Mr. Olesen by adding "and that each named person be voted on separately". On the following roll-call Mr. Olesen's amendment "that each named person be voted on separately" failed of adoption: Mr. Fitzgerald and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". A motion for the previous question, by Mr. Duehay, prevailed on the following roll-call: Mrs. Ackermann, Mr. Duehay, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Fitzgerald, Mr. Olesen and Mayor Crane voting "Nay". On the following roll-call it was then voted to adopt the motion presented by Mrs. Ackermann at the meeting of May 5, 1964, "That Edward A. Conley, Master of the Harrington School, be elected to the position of Assistant Superintendent of Schools for elementary schools and that David E. Hockman, Master of the Morse School, be elected to the position of Assistant Superintendent of Schools for the secondary schools." Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present".

Tabled Matters:

On motion by Mr. Fitzgerald it was voted to take from the table the Superintendent's recommendation that the duties of the Director of Data Processing be temporarily assigned to Edmond J. Murphy, Assistant Headmaster at High & Latin School, without change in salary or status. On the following roll-call it was then voted on motion by Mr. McMahon to adopt the Superintendent's recommendation "that the duties of the Director of Data Processing be temporarily assigned to Edmond J. Murphy, Assistant Headmaster at High & Latin School, without change in salary or status: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present".

Awaiting Report:

Conforming to an order that he report on the communication from the Phillips Brooks House, Harvard College, the Superintendent presented the following report and on motion by Mrs. Ackermann it was voted to accept the report and that the Superintendent be empowered to take whatever action is necessary to carry out the recommendations; and, further, that copies of the communication from the Phillips Brooks House and the Superintendent's recommendations relative thereto be sent to all Parent-Teacher Associations and the Council of Parent-Teacher Associations.

Office of The
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138
John M. Tobin, Superintendent

June 2, 1964

— IN SCHOOL COMMITTEE —

ORDERED: That a communication received from Phillips Brooks House, Harvard University, be referred to the Superintendent for report at the next meeting. (5/19/64).

The Superintendent of Schools submits the following report in compliance with the above Order of the School Committee, dated May 19, 1964, referring to a communication from the Phillips Brooks House, dated May 4, 1964.

The Cambridge School Department now, as always in the past, welcomes any project or program which is directed toward helping the children or students of this community. We work presently in close co-operation with many colleges and universities, as for example, in our recruitment program, in our student teaching plans, in our after school projects. We, therefore, welcome the co-operation of the Phillips Brooks House. We have participated recently with the Harvard Undergraduate Teacher Program. Representatives of the Cambridge School Department have already met with a representative of this program to plan for next year's program. Further meetings are scheduled for early September.

We are also planning to continue our after school education and recreation program for the children of Roosevelt Towers, a voluntary project which has known initial success this past semester.

Next fall, also, a limited experiment, known as Challenge, will begin. Ten boys will be given after school training in art, literature, music, etc. We have high hopes for this pilot study and are hopeful that it will be expanded in the immediate future.

Specific programs outlined in the communication from Phillips Brooks are of interest.

Item 1. It would be the Superintendent's view that the lectures and slides could well be sponsored by the Parent-Teacher Association organizations. I would recommend that the Council of Parent-Teacher Association's serve as the planning or co-ordinating center for this type of program.

Item 2. It would be the Superintendent's view that a conference between a representative of Phillips Brooks and Mr. Robert Guest of Cambridge High and Latin School would be of benefit to both.

Item 3. I would recommend that a similar conference between a Phillips Brooks representative and Mr. James Anderson, Director of Music, would be advantageous to both, these conferences to take place in September.

Item 4. The Superintendent would recommend that representatives of Phillips Brooks meet with Mr. John J. Sheehan, Headmaster at Cambridge High and Latin School and Mr. Robert R. Sweeney, Headmaster of the Rindge Technical School early in the fall.

The Superintendent would further suggest that he or members of his staff meet with representatives of Phillips Brooks House in September to explore areas of mutual concern and to coordinate planned programs.

It is understood that these proposed projects would be entirely voluntary on the part of the pupils, conducted after school, and have the approval of the parents.

JOHN M. TOBIN
Superintendent of Schools

Conforming to a motion that he report on his summer maintenance plans for the public buildings, the Chief Custodian presented the following detailed report:

Office of The Chief Custodian
Department of Buildings and Grounds
Cambridge, Massachusetts

June 2, 1964

TO THE HONORABLE CAMBRIDGE SCHOOL COMMITTEE:

The following is a list of repairs in the various schools and are to be done during school vacation:

AGASSIZ SCHOOL

Retube boiler	$ 1,600.00	
Repairs to plumbing and heating	150.00	
General carpentry work, new window sash and new window screens	300.00	
Paint exterior	1,700.00	
		$ 3,750.00

FLETCHER SCHOOL

Repairs to clock system	$ 400.00	
Repairs to plumbing and heating	350.00	
General carpentry work, new screens	500.00	
		$ 1,250.00

HAGGERTY SCHOOL

Repairs to sash and floors	$ 200.00	
Repairs to plumbing and heating	200.00	
General carpentry work	200.00	
Fluorescent lights — two classrooms	400.00	
Install hot water in lavatory	200.00	
		$ 1,200.00

HOUGHTON SCHOOL

Repairs to roof and conductors	$ 200.00	
Repairs to stair treads, doors and sash	300.00	
New classroom floors	3,000.00	
Install hot water in lavatory and teacher's rooms	150.00	
Repairs to plumbing and heating	300.00	
		$ 3,950.00

LINCOLN SCHOOL

Repairs to roof	$ 300.00	
Wash walls and paint	Maintenance	

Repairs to floors	100.00	
Repairs to vent hoods	900.00	
Repairs to outside doors	300.00	
Resurface and reseed lawn	Public Works	
		$ 1,600.00

LONGFELLOW SCHOOL

General carpentry work	$ 300.00	
Pointing	300.00	
Repairs to heating system	300.00	
Repairs to travetine walls	300.00	
		$ 1,200.00

PUTNAM SCHOOL

Repairs to plumbing	$ 400.00	
Repairs to heating system	300.00	
Repairs to floor and carpentry work	900.00	
		$ 1,600.00

ROBERTS SCHOOL

Repairs to fence	$ 100.00	
Repairs to plumbing	100.00	
Repairs to roof	200.00	
Repairs to clothes cabinets	200.00	
Repairs to heating system and traps	300.00	
New window sash and sills	200.00	
Wash walls	600.00	
		$ 1,700.00

RUSSELL SCHOOL

Repairs to heating system and plumbing	$ 300.00	
Wash and paint stairway	2,000.00	
New floors in classrooms	8,000.00	
Repairs to roof	300.00	
Repairs to clock system	600.00	
Repair walks and regrade yard	Public Works	
		$11,200.00

THORNDIKE SCHOOL

Repairs to classroom ceilings	$ 300.00	
General carpentry work	600.00	
Repairs to heating system	300.00	
		$ 1,200.00

WEBSTER SCHOOL

Repairs to heating system	$ 200.00	
Repairs to roof	200.00	
Repairs to floor	200.00	
		$ 600.00

GIRLS' VOCATIONAL SCHOOL

New window sash and carpentry work	$ 200.00	
		$ 200.00

RINDGE TECHNICAL SCHOOL

Repairs to plaster ceilings in lavatories	$ 300.00	
Repairs to roof and flashing	300.00	
Repairs to plumbing	200.00	

Install new electric lines	2,000.00	
Repairs to heating system	3,500.00	
		$ 6,300.00

HIGH AND LATIN SCHOOL

Install new clocks	$ 3,000.00	
Repairs to plumbing and heating	200.00	
Install new ceiling — cafeteria	8,000.00	
Repairs to roof	1,400.00	
Wash walls and paint	1,000.00	
Install new floors	10,000.00	
Repairs to steam line and equipment	1,000.00	
		$24,600.00
Replace broken glass and sash	3,000.00	
Repairs to boilers and brickwork	2,000.00	
Paint flagpoles and clean windows	2,500.00	
		$ 7,500.00
	GRAND TOTAL	$67,850.00

Respectfully submitted,
WILLIAM J. FITZGERALD
Chief Custodian

NEW BUSINESS

The chair ordered placed on the 'calendar' as required by the Rules a proposed amendment to the rules, presented by Mrs. Ackermann, that the rule establishing sub-committees be amended by striking therefrom the words "two sub-committees" and inserting the words "one sub-committee" and further by striking out wherever it appears the words "subcommittee on Athletics".

It was voted to suspend the rules for the purpose of changing the date of the next regular meeting. On motion by Mrs. Ackermann it was voted that the date of the next regular meeting shall be changed from June 16, 1964 to June 23, 1964.

It was voted to convene in executive session.

EXECUTIVE SESSION

It was agreed to notify Civil Service that the examination to be held for the position of Business Manager shall be open to both male and female.

On motion by Mr. Duehay it was voted on the following roll-call to adopt the Superintendent's recommendation that the following persons be appointed to serve as a Board of Examiners for the position of Head of the Mathematics Department at Rindge Technical School (Headmaster's Assistant):

Rev. Stanley J. Bezuska, S.J.
AOB. — Boston College
A.M. — Boston College
Ph.D. — Brown University
STL — Eston College

Mr. Eugene G. Branca
B.S. — M.I.T. 1931
M.S. — M.I.T. 1932

Thirty Years a Mathematics teacher.
The past seven years Head of the Mathematics Department at Boston Latin School

Mr. David J. O'Connor
A.B. — Boston College, 1933
A.M. — Boston College, 1934
Head of the Mathematics Department Belmont High School — twelve years

Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present".

The Superintendent recommended that the Mass. Teachers' Retirement Board be requested for authorization for the continued employment until the end of the school year June 1965 of Rosemary Hogan, teacher at the High & Latin School since 1923, who will attain age 70 years on September 17, 1964, and Beatrice N. Allen, teacher at High & Latin School since 1935, who will attain age 70 years on October 3, 1964. On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation.

The Superintendent reported that at present there are three vacancies on the Staff Council on Personnel Development due to the retirement of Miss Anna Butler and the retirement of Miss Anne Wetmore, and the death of Mr. Thomas J. O'Loughlin. The Superintendent therefore recommended the appointment of the following members of the teaching staff to fill these vacancies on the Staff Council on Personnel Development:

Miss Regina B. Key
Master's Assistant
Houghton School

Miss Esther M. McDonald
Teacher, Business Education
High & Latin School

Mr. Theodore Wayne
Teacher, Peabody School
Gr. VI (AT).

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation.

The Superintendent presented a communication from the Staff Board of Examiners advising that the recruitment situation in the Music Department is critical and advising that a well qualified applicant, Charles M. Sego, is available but that his National Teachers Examination mark is more than five years old. On motion by Mrs. Ackermann it was voted to suspend the rules, on the following roll-call, to take action on this matter: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that the Staff Board of Examiners be authorized to rate Charles M. Sego, a candidate for the Music Department.

The Superintendent reported that the group of young men who had been extended an invitation to use the facilities of the Morse School in their travel from the West Coast have discovered that they will not be able to include this area in their travel.

The Superintendent presented a report from the Examining Board appointed for the position of School Adjustment Counselor, containing a recommendation that Edward O'Keefe, teacher at the Morse School, be appointed to the position of School Adjustment Counselor. On motion by Mr. Olesen it was voted that this matter be laid on the table and copies of the report be sent to each member.

On motion by Mr. McMahon it was voted to suspend the Rules for the purpose of moving reconsideration at this meeting of the vote electing two Assistant Superintendents of Schools. Mr. Olesen is recorded as voting "Nay". A motion by Mr. McMahon to reconsider the vote electing Edward Conley and David Hockman as Assistant Superintendent of Schools, (hoping same would not prevail) failed of adoption. Mr. Olesen is recorded as voting "Yea".

On motion by Mr. Duehay it was voted that a reception be held for new teachers entering our system, at a time and place to be designated by the Superintendent of Schools.

On motion by Mr. Olesen it was voted to reconvene in regular session.

On motion by Mr. Duehay it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, June 23, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Fitzgerald it was voted to approve as presented the minutes of the regular meeting of June 2, 1964.

Notice was received from the Department of Civil Service advising that in accordance with our request that an open competitive examination has been ordered for the position of Business Manager, School Department, Cambridge, Mass., and that arrangements have been made to hold this examination at the earliest possible date.

There being no objection the chairman ordered made part of the records the following communications from the Assistant Superintendents:

School Committee
Cambridge, Mass.

Dear Sirs & Madam:

I am most grateful to you for the opportunity you have given me to serve as an Assistant Superintendent of Schools. I shall strive to make certain that you never have cause to regret this decision.

Very truly yours,
EDWARD A. CONLEY

School Committee
Cambridge, Mass.

Dear Sirs & Madam:

I wish to convey to each of you my thanks for your approval of my prior record as a member of the Cambridge School Department and for your confidence in my future contribution as an Assistant Superintendent of Schools. Those characteristics which you found commendable shall, I promise, continue to form the basis for my every action.

Yours truly,
DAVID E. HOCKMAN

On motion by Mr. Duehay it was voted to refer to the Superintendent with power a communication from H. B. Scott Motors, Inc., 97 Kirkland Street, Cambridge, requesting that they be allowed to participate in the Driver Training Program in the Cambridge School Department.

On motion by Mr. Fitzgerald it was voted on the following roll-call that Edward J. Culhane, Varsity Basketball Coach at Rindge Technical School and Edward Fratto, Assistant Football Coach at Rindge Technical School, be granted permission to attend the football and basketball clinic to be held at Monticello, New York, June 22-26; and, further, that they be reimbursed for expenses at a sum not to exceed $75.00 each: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of moving reconsideration. A motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

There being no objection the chairman ordered placed on file a communication from American Motorists Insurance Company expressing their appreciation for permitting them to serve the School Department in connection with the boiler and machinery insurance.

There being no objection the chairman ordered placed on file a communication from the Charles River Power Squadron expressing their sincere thanks and appreciation to the School Committee for allowing them the use of classroom facilities in connection with their Safety In Boating Through Education program.

On motion by Mr. Fitzgerald it was voted to make part of the minutes the following communication from the Cambridge Civil Unity Committee:

CITY OF CAMBRIDGE
CIVIC UNITY COMMITTEE
McCUSKER CENTER — 17 INMAN ST.
CAMBRIDGE, MASS. 02139
TRowbridge 6-9200, Ext. 2

June 11, 1964

Mr. Edward J. O'Connell, Secretary
Cambridge School Committee
49 Fayette Street
Cambridge, Mass.

Dear Mr. O'Connell:

Last January the Cambridge Civic Unity Committee authorized its Subcommittee on Education to write a group of some twenty American publishers to see (1) if they had material available designed to supplement existing primary and secondary school books in order to improve the effectiveness of those books in depicting in an unforced, natural way the role and contribution of the American Negro in American Society, (2) if they had any new literature available that presented the Negro in this same light which would be suitable for primary and secondary school use, and (3) if they favored, or had adopted, definite policies of encouraging the writing and publication of such books. The response to these letters was very satisfactory, namely 19 replies out of 20 letters sent. A later letter to the publishers of children's magazines, some six in number, received similar favorable response.

It is the hope of the Civic Unity Committee and its Subcommittee on Education that the spirit and specific contents of these letters, which have been enclosed, will afford the Cambridge School Committee foundation material for a program in Cambridge to offer our children in the public schools a natural, fair and constructive picture of the role of the Negro in our society.

Sincerely yours,
DOUGLAS P. ADAMS
For the Subcommittee on Education
R. WILBUR BRIGHT
For the Civic Unity Committee

In addition to the foregoing communication, Mr. Solomons advised the committee that at the annual meeting of the Mass. Association of School Committees a resolution was unanimously approved "That the Mass. Association of School Committees recommends that the School Committees throughout the Commonwealth adopt the use of integrated textbooks immediately as available and that the Mass. Association of School Committees forward to the textbook publishers its desire that they publish textbooks with illustrations that portray adults and children of all races as they live in our communities."

On motion by Mr. Duehay it was voted to suspend the regular order of business for the purpose of proceeding to "Hearings".

HEARINGS

Mrs. Donna Ramsay, 31 Mt. Pleasant Street, Cambridge and Mr. Robert Marshall, 33 Linnaean Street, Cambridge, appeared in support of the following petition signed by forty-eight citizens, parents of Peabody School kindergarten children, relative to the pupil-teacher ratio in the kindergarten:

> "We, as parents of Peabody School Kindergarten children, feel, after concern and thought, that certain conditions necessary for adequate kindergarten experience may be in jeopardy. We would like to suggest that the pupil-teacher ratio in the kindergarten be re-examined. We have become aware of the enormous burden placed on a teacher who is required to teach two classes per day of approximately 30 children each between the ages of 4½ and 5½. No matter how able and dedicated the teacher, we feel that the physical and emotional strain on one person, without assistance, can result in a strain on the children, less individual attention, and hence in less individual growth and education of the level we believe should be a product of a school in the Cambridge system."

At the conclusion of the hearing it was voted on motion by Mr. Fitzgerald that the Superintendent conduct a survey of all kindergarten classes in all Cambridge public schools and report his findings and recommendations to the School Committee.

Question came on the matter of Pupil Accident Insurance and the Superintendent informed the committee that he had received proposals from various agencies. At the conclusion of the hearing it was voted on motion by Mr. Olesen to refer this matter to New Business.

It was voted to resume the regular order of business.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

On motion by Mr. Fitzgerald it was voted that the following resignations of teachers, as presented by the Superintendent, be accepted effective June 30, 1964:

Mrs. Phyllis E. Walcott	High & Latin School
Mrs. Reva C. Miller	High & Latin School
Mrs. Brenda J. Allen	M. E. Fitzgerald School
Mrs. Barbara M. Anthony	M. E. Fitzgerald School
Mrs. Suzanne S. Oates	Houghton School
Mrs. Irene I. Vaslef	Peabody School

Mrs. Susan G. Mankevetch	Roberts School
Miss Jeannette Ayoub	Webster School
Miss Jean M. LaPlant	Art Department
Mrs. Ann T. Perry	Music Department
Mrs. Elizabeth T. Rexford	Music Department
Mrs. Vasha N. Rosenblum	Physical Education Department

The Superintendent reported the retirement of the following teachers, effective June 30, 1964, and on motion by Mr. Fitzgerald it was voted to convey to these teachers the School Committee's sincere appreciation for their long years of devoted and effective service to the children of Cambridge:

Miss Katherine M. Whalen	Dean, High & Latin School 40 years service
Miss Catherine F. McCann	Fletcher School 38 years service
Miss Margaret J. McCann	Morse School 44 years service
Miss Hilda A. Anderson	Russell School 44 years service
Mrs. Isabella A. Delaney	Russell School 39 years service

The Superintendent reported the marriage, on May 30, 1964, of Dariel D. Osmun, a teacher appointed, effective September 1, 1964, and assigned to the Longfellow School, to John H. Thompson, and that her name will now appear on our records as Dariel D. Thompson.

The Superintendent recommended that in addition to sums previously appropriated that a sum of $400.00 be appropriated to Schedule B-3 Advertising and Posting, said sum to be provided by transfer from Schedule F-2 Tuition to Other Cities; and, further, for the purpose of providing funds for approved projects under the National Defense Education Act, that the following appropriations be approved:

TO:	Schedule F-23	(Revolving Acct.)	Elementary Math.	500.00
	Schedule F-20	(Revolving Acct.)	High & Latin & Rindge Science Program	5,300.00
	Schedule F-24	(Revolving Acct.)	Elementary Modern Language (French) Program	829.00
	Schedule F-25	(Revolving Acct.)	High & Latin Modern Language	700.00
	Schedule F-26	(Revolving Acct.)	Rindge Tech. Math. Program	4,545.00
				$11,874.00

— said sum of $11,874.00 to be provided by transfer from Revolving Account School Grant P.L.874: Mr. Fitzgerald moved adoption of the Superintendent's recommendation. A motion for the previous question having prevailed, the chair ordered the main motion. Mr. Olesen placed objection against action on the main motion at this meeting. The chair ordered the main motion placed on the 'Calendar' as required by the rules. Mr. Fitzgerald moved suspension of the rules for the purpose of taking action on the motion at this meeting.

The motion to suspend the rules prevailed on the following roll-call: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On the following roll-call it was then voted to approve the appropriations order recommended by the Superintendent and set forth above: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On motion by Mr. Fitzgerald it was again voted, on the following roll-call, to suspend the rules for the purpose of moving reconsideration at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". A motion by Mr. Fitzgerald "to reconsider" the vote approving the appropriations order, hoping same would not prevail, failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay".

The Superintendent recommended that the contract for printing the annual School Committee Report be awarded to the lowest responsible bidder, Shea Brothers, Inc., 325 Fresh Pond Parkway, Cambridge, at a cost of $575.00. On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion by Mrs. Ackermann to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that the following teachers be transferred as indicated, effective September 1, 1964:

Eve Berall	from Morse School to Webster School
Denise A. M. Boudreau	from Roberts to Elementary French
Anne S. McCarthy	from Morse to High & Latin School
Marie E. Mullen	from Longfellow to Elementary French
Jane K. Rockwell	from Abraham Lincoln School to Elementary Art
Christine A. Splaine	from Abraham Lincoln School to High & Latin School
George E. Warner	from Houghton School to Elementary Music

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of June 2, 1964. On motion by Mr. Olesen it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion to reconsider the foregoing vote, by Mr. Olesen, hoping same would not prevail, failed of adoption.

On motion by Mr. Olesen it was voted on the following roll-call that the contract for furnishing bus transportation for the Russell School-St. Peter's School District, be awarded to the lowest responsible bidder, Samuel Lamkin: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". On motion by Mr. Duehay it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion by Mr. Duehay to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On the following roll-call it was voted to adopt the Superintendent's recommendation that the contract for furnishing a Teachers' Counting Frames be awarded to the lowest responsible bidder, Learning Center, Inc., 53 Bank Street, Princeton, N. J., at a price of $13.83 each for ninety frames; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". On motion by Mr. Solomons it was voted to suspend the rules for the purpose of moving reconsideration of the foregoing vote at this meeting. A motion by Mr. Solomons to reconsider the vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Olesen it was voted on the following roll-call that the contract for furnishing one Multi-Purpose Rapid Control Weighing Mettler #762, be awarded to Fisher Scientific Co., 461 Riverside Avenue, Medford, Mass., at a price of $585.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". Mr. McMahon moved to suspend the rules for the purpose of moving reconsideration at this meeting. The rules having been suspended a motion by Mr. McMahon to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the recommendation of Assistant Superintendent David Hockman that the contract for furnishing one Rotary Type Desk Calculating Machine be awarded to Friden, Inc., for an SBQ Model at $1,045.00; and that the contract for furnishing one Mathatron Electronic Computing Device be awarded to Mathatronics, Inc., at a price of $3,490.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Olesen and Mayor Crane "Present". On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Chief Custodian's recommendation that contracts for various repairs in the several schools be awarded to the lowest responsible bidder in each instance, as indicated below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". On motion by Mr. Olesen it was voted to suspend the rules for the purpose of moving reconsideration. A motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption:

June 23, 1964

TO THE HONORABLE CAMBRIDGE SCHOOL COMMITTEE:

I recommend that the low bidders be awarded the contracts as follows:

Installation of Floors — High and Latin School M. Frank Higgins Co., Inc. 20-24 East Street, Boston	$ 9,560.00
Installation of Floors — Houghton School M. Frank Higgins Co., Inc. 20-24 East Street, Boston	2,639.00
Repairs to Floors & Stair Towers — Russell School Patrick J. Sullivan Co. 8 Royal Avenue, Cambridge	4,979.00

Exterior Painting — Agassiz School John W. Egan Co., Inc. 21 Pleasant Street, Newton Center	2,385.00
Painting Stair Towers & Other Rooms — Russell School John W. Egan Co., Inc. 21 Pleasant Street, Newton Center	2,925.00
Painting of Flagpoles — Various Schools Frank W. Price 416 Market Street, Rockland	457.00
Alterations to Cafeteria — High and Latin School Charles J. Lavoie 191 Pemberton Street, Cambridge	9,840.00
Retubing of Boiler — High and Latin School Kendall Boiler & Tank Co. 275 Third Street, Cambridge	3,757.00
Installation of New Electrical Feeders — Rindge Technical School J. J. Reddington Electric Service Co. 20 Blue Hill Avenue, Boston	1,781.00
Repairs to Heating System — Rindge Technical School Seltzer & Co., Inc. 125 Harvard Avenue, Allston	4,755.00
Cleaning of Windows — Rindge Technical School Middlesex Window Cleaning Co. 280 Franklin Street, Cambridge	745.00
Install Ventilating Hoods — Abraham Lincoln School A. Belanger & Sons, Inc. 173 Harvey Street, Cambridge	1,200.00
Repairs to Balcony — Thorndike School Patrick J. Sullivan Co. 8 Royal Avenue, Cambridge	895.00
Install New Floors & Stair Treads — Putnam School Patrick J. Sullivan Co. 8 Royal Avenue, Cambridge	1,594.00
TOTAL	$47,512.00

Respectfully submitted,
WILLIAM J. FITZGERALD
Chief Custodian

A motion by Mr. Olesen to recess this meeting, subject to the call of the chair, failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay".

Question came on a proposed amendment to the rules, presented by Mrs. Ackermann at the meeting of June 2, 1964 "that the rule establishing subcommittees be amended by striking therefrom the words "two sub-committees" and inserting the words "one sub-committee" and, further, by striking therefrom wherever it appears the words "subcommittee on Athletics". On the following roll-call it was voted to adopt the proposed amendment to the rules: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On motion by Mr. Duehay it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion by Mr. Duehay to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Duehay it was voted on the following roll-call to award contracts for furnishing sundry Athletic Supplies and Equipment be awarded to bidders as recommended by the Director of Athletics and set forth below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption:

RECOMMENDATIONS SUBMITTED BY MR. JOSEPH KOZLOWSKY DIRECTOR OF ATHLETICS, ON ATHLETIC EQUIPMENT PROPOSALS FOR WHICH WERE RECEIVED MAY 14, 1964

In relation to bids for athletic equipment and clothing, I recommend that the low bid in all cases be accepted with the following exceptions:

Item 2. Shoulder Pads: Recommend award to J. F. Brine, second low bidder at $14.58. Football coach prefers this specified pad to the one offered by low bidder (Holavak & Coughlin) at $14.10.

Items 7 and 8. Game Jerseys: Recommend award to Holavak & Coughlin, second low bidder at $9.90. They will duplicate jerseys on hand. Ivory System, low bidder at $6.90, didn't submit sample.

Items 10-45-56-64-77-95. Supports: Recommend award to second low bidder, Musinsky's at $5.40 a dozen, who bid on Bike #10 as specified. Ivory System was low bidder at $5.50 on their own brand. Coaches and Faculty Managers prefer Bike #10.

Item 16. Rib Pads: Recommend award to second low bidder, J. F. Brine at $4.52, who bid on specified pad. Holavak and Coughlin were low bidder at $4.25, but did not submit sample.

Items 21-37-66-91. Mouthpieces: Recommend award to Holavak & Coughlin, second low bidder at $2.25. No sample from Ivory System, low bidder at 84¢.

Items 24 and 86. Supporters with Pocket: Recommend award to second low bidder, Holavak & Coughlin, who bid on Bike #53 as specified at $11.00 a dozen. Coaches prefer this supporter. Quincy Medical, low bidder, submitted no sample at $10.80 a dozen.

Item 39. Track Socks: Recommend award to second low bidder, Ivory System at $4.10 a dozen. Low bidder, Musinsky didn't submit sample.

Item 42. Track Shoes: Recommend award to second low bidder, W. H. Brine at $4.20 a pair. Ivory System low bid sample, was not suitable for track coach — sole too smooth.

Item 43. Track Shoes: Recommend award to second low bidder, W. H. Brine, who bid on specified shoe at $9.60 a pair. Musinsky's low bid sample at $9.25 was not suitable for track coach.

Item 50. Running Trunks: Recommend award to W. H. Brine, high bidder at $17.00 a dozen. Musinsky low bidder at $12.60 didn't submit sample. J. F. Brine at $14.40, Holavak & Coughlin at $15.75 didn't submit samples.

Item 51. Duffle Bags: Recommend award to second low bidder, Ivory System at $2.75. Low bidder J. F. Brine at $2.62 didn't submit sample.

Item 53-75. Basketball Sneakers: Recommend award to Holavak & Coughlin, second low bidder at $6.85, for Converse All Stars as specified. Ivory System was low bidder at $5.75 on a Bob Cousy shoe. Coach prefers Converse.

Item 58. Basketball Uniforms: Recommend award to second low bidder, W. H. Brine at $13.40. No sample submitted by J. F. Brine, low bidder at $10.55.

Item 60. Football Pants: Recommend award to Surette at $6.95. Football Coach and Faculty Manager prefer this to low bidder's Holavak & Coughlin at $5.75.

Item 73. Push Back Dummies: Recommend award to Musinsky's, second low bidder at $13.98. No sample submitted by low bidder, Holavak & Coughlin at $12.95.

Item 93. Hockey Pants: Recommend award to second low bidder, Surette at $15.50. No sample was submitted by low bidder, W. H. Brine at $14.90.

Item 101. Track Shoe: Recommend award to third low bidder, W. H. Brine at $9.60 a pair. Track Coach prefers this shoe to Holavak & Coughin at $7.90 and Musinsky at $9.25.

Item 110. Shoulder Pads: Recommend award to J. F. Brine at $7.78, second low bidder, who bid on specified pad. Low bidder, Holavak & Coughlin at $6.90 didn't submit sample.

Item 36. Suspenders: Tie bid between Surette and Holavak & Coughlin at 94¢. Recommend award to Surette who submitted sample.

Item 74. Scrimmage Vests: Tie bid between W. H. Brine and Surette at 95¢. Recommend award to Surette. Football Coach prefers their sample.

Items 55-76. Basketball Scorebooks: Tie bid between W. H. Brine and J. F. Brine at $1.10 each. Recommend award to J. F. Brine of Cambridge.

Item 15. Hip and Kidney Pads: Tie bid between Ivory System and W. H. Brine at $7.50. Recommend award to Ivory System. Coaches prefer their sample.

I recommend that all bids on the following items be held in abeyance until samples are submitted: **Item 14. Sideline Parkas; Item 38. Hockey Pants;**

Item 41 and 102. Track Jerseys; Item 81. Basketball Stockings; Item 92.

Hockey Shoulder Pads; Item 106. Elementary Football Jerseys.

I recommend that all bids on the following items be rejected because the samples submitted are not suitable for the needs of the coaches: **Item 26 and 94.**

Hockey Helmets; Item 35. Goalie Face Mask; and Items 44 and 104. Shot Put.

JOSEPH A. KOZLOWSKY

June 23, 1964

School Committee
Cambridge, Mass.

Dear Sirs & Madam:

Further to the recommendations relative to awards for athletic supplies, and with particular reference to those items which were recommended to be held in abeyance, I wish now to recommend as follows:

Item 41. Track Jerseys: Recommend that the contract be awarded to the third lowest bidder, Coughlin & Holavak, they being the only firm bidding on the specified material and submitting sample.

Item 14. Parkas: Recommend contract be awarded to 2nd lowest bidder, Coughlin & Holavak at a price of $14.25, they being the only firm submitting sample. The low bidder W. H. Brine at $12.00 did not submit sample on request.

Item 102. Track Jersey: Recommend contract be awarded to lowest bidder, Coughlin & Holavak, they having submitted sample and have met specifications.

Item 106. Recommend award of contract to J. F. Brine Co. at $4.09, third highest bidder, they being the only firm to submit sample of elementary football jersey.

Item 81. Basketball Stockings: Recommend award to second lowest bidder, second lowest bidder at $2.77, they having submitted sample.

Items 38 & 92. Hockey Pants and Shoulder Pads: Recommend bids be rejected on these items as adequate samples not yet available.

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that the petition received from the tennis and golf coaches at High & Latin School and Rindge Technical School, requesting the School Committee to consider extending the tennis and golf seasons to include 30 days in the Fall in addition to the present Spring program, be referred to the Director of Athletics for report and recommendation.

On motion by Mr. Solomons it was voted on the following roll-call to adopt the recommendation of the Director of Athletics that the persons named below be reappointed athletic personnel for the 1964-1965 school year: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On motion by Mr. Duehay it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption:

CAMBRIDGE PUBLIC SCHOOLS
OFFICE OF
DIRECTOR OF PHYSICAL EDUCATION
1640 Cambridge Street
Cambridge, Massachusetts 02108
Joseph A. Kozlowsky, Director

May 28, 1964

Dear Mr. Tobin:

We have two vacancies at Cambridge High & Latin School for football assistant coaches. Advertisements were posted in all the schools for candidates to fill the positions of assistant football coach. Only two applications were received, one from James Coady, a teacher at the Webster School and the other from Richard Fusco, a teacher at Medford High School. Mr. John Noble, the head coach at Cambridge Latin, would be most pleased to have these men on his coaching staff. They are well qualified for the positions.

I am recommending that the following athletic personnel be appointed for the school year September 1, 1964 through June 1965. With the exception of James Coady and Richard Fusco, whom I am recommending for assistant coaches of football at Cambridge Latin, all persons recommended have served for at least the last school year.

ELEMENTARY SCHOOLS

Thomas J. Sheehan, Faculty Manager	$1,300. per year
Simon B. Kelleher, Physician	$1,100. per year

Coaches	**Football**	**Officials**	
Robert Richards	$375.	Roland Lachance	$85.
Paul Mahoney	375.	John Reilly	85.

Coaches	**Football**	**Officials**	
Eugene Zubrinski	$375.	Paul Lyons	$85.
John Caulfield	375.		

Coach-Supervisor	**Basketball**	**Officials**
$250. per season		$200. for season
John C. Landrigan		James Sullivan
John Reagan		Vacancy (2)
Edward Murphy		
Joseph Whitney		
John Hallice		
Paul Mahoney		
John Noble		
Thomas Scalese		
Roland Lachance		
John F. Burke		
Robert Sullivan		
John Nolan		
Vacancy (1)		

Coach-Supervisor	**Baseball**	**Officials**
$175. per season		$175. per season
Richard Kelley		Paul Mahoney
Edward Pratto		John Reilly
Thomas Mullaney		Richard Calnan
Joseph Cincotta		John Hallice
John Reagan		William Dynan
Edward Murphy		Joseph Bourdeau
Joseph Whitney		
John Murphy		
Thomas Scalese		
James Quinn		
Robert Richards		
Stephen Smalley		
Roland Lachance		
Edward Duffett		

HIGH SCHOOLS

Rindge	**Football**	**High & Latin**
Thomas J. Smith, Hd. Coach	$1,200.	John Noble
John Powers, Asst. Coach	600.	Vacancy
Edward Fratte, Asst. Coach	600.	Peter Budryk, Asst. Coach
Joseph Cincotta	600.	Vacancy

Rindge	**Basketball**	**High & Latin**
Edward Culhane, Hd. Coach	$1,000.	Paul Lyons, Hd. Coach
Richard Calnan, Asst. Coach	600.	John Balfe, Asst. Coach
Robert Richards	600.	Edward Fratto, Asst. Coach

	Baseball	
Lawrence Gibson, Hd. Coach	$1,000.	James Foley, Hd. Coach
Eugene Zubrinski, Asst. Coach	600.	John Caulfield, Asst. Coach
John C. Landrigan, Asst. Coach	600.	Bernard Duffy, Asst. Coach
Rindge	**Hockey**	**High & Latin**
Richard Kelley, Hd. Coach	$1,000.	James Fitzgerald, Hd. Coach
John C. Powers, Asst. Coach	600.	George Boudreau
	Track & Cross Country	
William Reagan, Hd. Coach	$1,200.	Joseph McDavitt, Hd. Coach
	Asst. Coach (vacancy) $600.	
	Golf	
William Ryan	$8. per day	James Landrigan
	Tennis	
Martin Tierney	$8. per day	Alan Cohen
	Physicians	
Robert Driscoll, M.D.	$1,100.	Charles Brusch, M.D.
	Faculty Managers	
John J. Terry	$1,300.	John Reardon

Director of Athletics

Joseph A. Kozlowsky $1,200. per year

Girls' Athletics

Marguerite George	$1,000. per year
Mary Hyde	$1,000. per year

Vocational School for Boys

Charles Stead $350.

Swimming

Anne Dexter	$9.50 per day
Brenda Joyce	$9.50 per day
John Murphy, Jr.	$9.50 per day
Thomas Kenney	$9.50 per day

Locker Room Attendants

Timothy F. Carney, Rindge	$5. per day
Louise Kelly, War Memorial	$6. per day
John Toomey, War Memorial	$6. per day
Thomas Mullaney, Harrington	$6. per day
Joseph Boudreau, Fitzgerald	$6. per day
Thomas Haley, Morse	$6. per day
Edward Duffett, Peabody	$6. per day

Respectfully submitted,

JOSEPH A. KOZLOWSKY

It was voted to recess for fifteen minutes.

Time for recess having expired the chairman, Vice-Chairman Solomons, called the meeting to order.

Vice-Chairman Solomons in the chair.

It was voted to reconvene in executive session.

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that John J. Balfe, Master of the Houghton School, be appointed Master of the Science Summer School being conducted at the Morse School. On motion by Mr. Duehay it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

It was voted to reconvene in regular session.

On motion by Mr. Duehay it was voted to ratify and affirm the votes taken in executive session.

On motion by Mr. Fitzgerald it was voted that the City Manager be requested to have the City Building Department make a thorough inspection of the old Kelley School Building for the purpose of determining its present safety. On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion to reconsider the foregoing motion, hoping same would not prevail, failed of adoption.

On motion by Mrs. Ackermann it was voted to recess until Tuesday, June 30, 1964, at 7:30 p.m., in the School Committee offices.

RECESSED:

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, June 30, 1964

Recessed Meeting:

(Recessed from regular meeting of June 23, 1964)

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

The committee resumed its deliberations with Unfinished Business-Tabled Matters.

Tabled Matters:

On motion by Mr. Solomons it was voted to take from the table proposed new salary schedules presented by Mr. Duehay, Mr. Solomons, Mr. Fitzgerald and Mr. McMahon. On motion by Mr. Solomons it was voted to refer those proposed new salary schedules to New Business.

On motion by Mrs. Ackermann it was voted to suspend the regular order of business for the purpose of hearing City Manager John Curry and the architect for the proposed addition to the Haggerty School. The City Manager advised that the present plans call for an addition to the present Haggerty School at an approximate cost of $304,000, and alterations to the present building at an approximate cost of $76,700, for a total of $380,700. At the conclusion of the hearing it was voted on motion by Mr. Fitzgerald that the preliminary plans for the proposed addition to and alterations of the present Haggerty School be approved as presented by the architect and the City Manager.

On motion by Mr. Fitzgerald it was further voted that the Superintendent of Schools, the Assistant Superintendent of Schools and the Master of the Haggerty School be instructed to confer with the City Manager and make any suggestions they deem advisable with reference to the proposed new addition and alterations to the present Haggerty School.

On motion by Mr. Olesen it was voted to suspend the rules for the purpose of moving reconsideration at this meeting on the vote adopting the plans as presented for the proposed addition and alterations to the Haggerty School. A motion to reconsider the vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Duehay it was voted to take from the table the report and recommendation of the examining board appointed for the position of School Adjustment Counselor. On motion by Mr. Duehay it was voted on the following roll-call that Edward O'Keefe, teacher at the Morse School, be appointed to the position of School Adjustment Counselor without change in salary, in accordance with the recommendation of the Selection Committee and concurred in by The Superintendent of Schools: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". A motion by Mr. Olesen to suspend the rules for the purpose of moving reconsideration at this meeting prevailed. A motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

Awaiting Report:

Conforming to the motion "That he confer with representatives of the Cambridge Gas & Electric Company, or similarly qualified advisor, and report back within a month, on the advisability of establishing a central kitchen from the point of view of economics and convenience to supply hot lunches to every school that does not now have a hot lunch program, rather than providing a separate kitchen in each new school" the Superintendent presented the following report.

Office of The
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138
John M. Tobin, Superintendent

June 23, 1964

— IN SCHOOL COMMITTEE —

> "In School Committee — June 2, 1964 — That the Superintendent confer with representatives of the Cambridge Gas & Electric Co., or similarly qualified advisors, and report back within a month on the advisability of establishing a central kitchen from the point of view of economics and convenience to supply hot lunches to every school that does not now have a hot lunch program, rather than providing a separate kitchen in each new school."

In compliance with the above Motion I desire to submit the following report:

A conference was held with representatives of the Cambridge Gas & Electric Co. relative to the advisability of establishing a central kitchen to supply hot lunches to those schools which do not presently have such a program.

Consideration was given to these items:

(a.) Space requirements for the central kitchen and for each school.
(b.) Necessity for transportation from the central kitchen to each school and for the return of the equipment.
(c.) Personnel requirements.
(d.) Possibility of using kitchens in the schools presently equipped.
(e.) Equipment requirements.

The conclusions reached were that: —

(a.) Kitchens in each of the schools presently equipped were planned to service only one school. They could not economically be enlarged to handle an expanded program.
(b.) A new building or extensive alteration of presently available facilities would be necessary to house a central kitchen.
(c.) Daily transportation of lunches to the schools to be serviced would require personnel and specially equipped trucks and equipment to ensure the maintenance of proper food temperature and of the cleanliness of the operation. Those trucks would also be required to return the equipment to the central kitchen for sterilizing.
(d.) Areas used for cafeterias in each of the schools would require alterations to ensure sanitation, proper venting, and pleasant surroundings.

(e.) Personnel would be required at each school to receive and to distribute the food; to collect, pack and prepare the equipment for return to the central kitchen; to clean the floors and dispose of the waste.

(f.) No school systems in this general area have adopted this system.

Exact cost figures are not presently available to provide a comparison between the "central kitchen" and the "kitchen in each school" proposals. It would seem however that the disadvantages of the former far outweigh the latter.

JOHN M. TOBIN
Superintendent of Schools

Mr. Olesen moved that the foregoing report be placed on file. It was voted to adopt a substitute motion by Mrs. Ackermann that the report be referred to the School Building Advisory Committee for review and report.

Conforming to a motion that he report a tentative plan for Rindge Technical School as a six year school, the Superintendent presented the following report and on motion by Mr. Solomons it was voted that this outline be accepted as a report of progress on the following roll-call vote: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present". The rules having been suspended, a motion by Mr. Duehay to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

GENERAL PLAN FOR ESTABLISHING GRADES THIRTEEN AND FOURTEEN AT RINDGE TECHNICAL SCHOOL

Recommendation

Today, the person who desires a career in industry must possess at the outset a more extensive knowledge and a greater degree of skill than we are able to impart to him during the time he spends in grades nine through twelve. Among the several factors which are responsible for this situation is the fact that youth at the high school age lack the physical and mental maturity necessary if an individual is to become a dependable and skilled craftsman.

Also, during the high school years it is necessary that we teach values and attitudes as well as the fundamentals of several academic skills with the result that there is not enough time for the schools to train their students to the point of intellectual competency and manual dexterity which the average employer is seeking when he is hiring a person who, through further training, may fit into his long-range plans.

At the present time this experience is acquired in a variety of ways such as working at the lowest classification level or by shifting jobs two or three times in the years immediately succeeding high school or, by further education, in a private institution where a specialty is taught. If we assess the choices listed above we find that a considerable element of chance affects the degree of success a person is likely to attain and in the final case the individual has to pay tuition in order to reach an acceptable level of skill in order to become employable.

With the preceding paragraphs serving as a brief justification, it is recommended that the Cambridge School Committee consider instituting grades thirteen and fourteen in order that we may better prepare our young people for careers and further training as well as retraining in the modern industrial world of today. It is further recommended that, if the Cambridge School Committee takes action to establish grades thirteen and fourteen, instruction be offered in the beginning in electronics and machine technology with the possibility of expanding at a later time to include chemical technology, electrical technology and data processing. This program should be initiated at the latest in September 1965.

Objectives

The succeeding paragraphs outline several general objectives toward the attainment of which the courses of instruction should be directed. The student should expect to work in such a manner that upon completing grade fourteen he will have acquired a degree of competency at least equal to that of a practical technician in the industrial field. Specific training in shops and laboratories, however, is not enough. We have to think of the future in terms of retraining and more advanced training. Therefore, the studies of language, mathematics and science should provide the general education part of the thirteenth and fourteenth years which will supplement the practical work of these grades and offer the opportunity to the individual of further development.

A program of this character should enable individuals to take advantage of, and benefit by, the great number of opportunities which are available at the more skilled levels of employment. The inducement of responsible and well-paid jobs could influence some to complete the twelfth grade and continue for the two extra years. This choice would at the same time keep some pupils from becoming dropouts and swelling the ranks of the unemployed or unskilled labor. Finally, the national concern for growth in all areas involving technical knowledge and skills is a practical purpose for the training of students through two years beyond high school.

Needs

The rapid increase in the number of technical institutes such as we have described earlier leaves little doubt that there are needs on the part of both students and industry for technical training beyond the high school years which can reach through regular progress into college grade work through a system of transfer and accreditation.

Post-high school training fulfills several needs on the part of the student. In the first place, it increases the number of vocations for which training is available at the local level. Secondly, this type of instruction opens the way to many opportunities which occur less frequently than the better known occupations. An important factor in the work of grades thirteen and fourteen is that it is at once broad enough in scope to allow a graduate to advance further in his chosen field and specific enough to confer a degree of status upon him when he enters a technical occupation. An obvious result of this condition is the economic advantage in earning capacity for the person so employed.

Turning from the viewpoint of the individual to that of industry and the employer, we notice that the needs in this area complement the wants of the person. The national press is replete with articles which stress the lack of technically-trained people and the need for training to produce properly qualified men and women in order to fill responsible and lucrative positions in the ranks of technicians.

Competency in this stratum of the labor market requires that the individual have a much greater knowledge in use of language, mathematics and science than is ordinarily possessed by a student who has completed the twelfth grade. Therefore, an added two years of training in these subjects is a necessity if one expects to be employed in the technological field. An important result of this academic training is that persons who have been influenced by it generally adapt more readily to changes in policy and processes, and today there exists a real need for people who face the changing times with confidence.

Finally, it should be noted that capable people do not create major social problems. The need for creative and well-trained people to take up careers in technical fields transcends the needs of individuals and industry to become an objective of vital importance to the nation.

Organization

1. *Students*

It is recommended that grade thirteen start with 25 students in Electronics and 25 students in Mechanical Technology. The students shall be selected from the graduates of high schools. In addition each student must pass a qualifying examination and have a record of achievement which will offer considerable assurance of success in a rigorous course of study. It is suggested that no student be enrolled who has failed out of another school unless it be for reasons of psychological disturbance or physical health and he gives evidence of fitness to continue his education. It is further proposed that students be allowed to enroll from other communities close to Cambridge and that Cambridge residents be granted the privilege, if selected, of attending the technical institute, tuition free.

2. *Teachers*

If it is possible to get a teacher with a major in English and a minor in Social Studies and another instructor qualified in Mathematics and Science, the academic side of the faculty will be filled. Otherwise, we must look for a third person who will be able to take the unfilled teaching assignments.

As to qualifications of teachers, it is suggested that the Master's Degree be the minimum, plus as many hours of graduate study and successful experience in teaching as we can obtain. In the shops and laboratories, formal training, practical experience, and proven ability, should constitute the professional criteria for teacher selection. It is also recommended that people on the Rindge faculty, who can meet the criteria cited just above, be employed on a part-time basis. In some cases this would involve as many as three hours beyond the normal school day. They should receive compensation for this assignment.

3. *Facilities and Equipment*

By overlapping class schedules i.e. by having grades thirteen and fourteen begin the school day at a later hour, say 10:30 A.M. or 11:00 A.M. it will be possible to accommodate the post-high school students by using the existing facilities at the Rindge Technical School. In the case of electronics, some alterations in the classrooms would be needed to make for more efficient teaching and better quality laboratory work. In the shops it would be necessary to purchase some new machines in order to bring them up to the standards which are found in private industry where experimental and technical work is being done. Estimates of our needs follow.

4. *Administration*

School year should be 185 days long. This can be accomplished by eliminating the first spring vacation. The length of the school day should be six hours and each class period should last approximately one hour. With a five-day week, this will provide for approximately 1100 hours of instruction per year. It is recommended that the students be given letter grades and that "C" be the lowest passing grade. The caliber of the course and laboratory work should be such that other institutions of learning will be able to recognize its worth and admit students who complete a course to more advanced study. At the end of two years after completing a course of study the student should receive a certificate which will testify that he has successfully accomplished the work of a technical institute. If there is an organization which grants accreditation to technical institutes, the proposed institute should seek to become a member.

The administration should be responsible for the selection of the student body and for seeing that the work of the technical institute is maintained at the college level.

COST ESTIMATES

Electronics: 1st year

	For material to rebuild and re-arrange existing benches	$ 500.00
	Labor for re-locating electrical outlets and re-building benches	500.00
25	Electronic training sets	4,700.00
6	Power Supplies	600.00
6	Oscilloscopes	1,000.00
6	Audio and Signal generators	1,200.00
6	VOM meters	240.00
6	VOM meters	300.00

For the second year we would need:

15	Additional training sets for industrial electronics	9,000.00
		$18,040.00
25	Textbooks 1st year	300.00
25	Textbooks 2nd year	300.00
	Handtools and supplies	1,000.00
	Total estimate for Electronics	**$19,640.00**

Machine:

50	Drawing boards	$ 200.00
50	Sets of Drawing instruments	350.00
2	Vertical milling machines	5,000.00
1	Horizontal milling machine	10,000.00
2	Lathes with electronic or modern controls, tool room grade	21,000.00
	Hand tools and supplies	500.00
25	Textbooks 1st year	300.00
25	Textbooks 2nd year	300.00
	Total estimate for Machine	**$37,650.00**

Total estimate for equipment and supplies for both courses $57,290.00
The salaries of three full-time instructors and the costs of the part-time teachers must be added to the costs listed above.

Conforming to an order that he report on the proposed motion to enlarge the Guidance Survey Committee, the Superintendent presented the following communication from the Guidance Survey Committee, and on motion by Mr. McMahon it was voted to make this communication part of the minutes and the matter be laid on the table:

BOSTON COLLEGE
School of Education
Chestnut Hill, Massachusetts 02167

June 3, 1964

Mr. John Tobin
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138

Dear Mr. Tobin:

When Dr. Dunn and I received your letter concerning the addition of a third member to our survey team, we had practically completed the physical part of the work. We are now in process of writing the report which we hope to have in your hands by July 1. A third member can add nothing to our report at this time without delaying it.

We have found no need of the services of a consultant on the Negro problem. As far as we can gather, there is no discrimination practiced in the work of the pupil services division, either with Negroes, or with Hebrew, Catholic, or national groups which might also be considered under the rubric of minorities.

If you and the School Committee feel such a person's report is necessary, I suggest you contact Dr. James Peters, II, Director of Vocational Rehabilitation Services, Connecticut State Department of Education, Hartford. Jim has a Ph.D. in Counseling Psychology from Purdue University and, as a Negro not involved in any Boston activities, would be in an excellent position to give you an objective picture of the Negro pupils' position in your schools. At this point in our work it would be more practical for him to write a separate report based on his own investigations.

Cordially,
WILLIAM C. COTTLE
Professor of Education
Director Counselor Education
and Counseling Psychology Program

No action was taken on the following communication received from the New England Tel. & Tel. Co., relative to a study of the telephone equipment serving the needs of the Cambridge School Department.

NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY

Communications Consultant
72 Leonard Street
Belmont, Mass. 02178
Telephone: 489-9956

June 18, 1964

City of Cambridge
Mr. John Tobin
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. Tobin:

I have recently completed a study of the telephone equipment serving the needs of the Cambridge School Department. This study has shown that your present equipment is not adequately serving your communications requirements.

An observation taken on Thursday, April 30, 1964, revealed that over one thousand calls passed through your switchboard. The four (4) major types of calls for this day were:

A. 317 incoming calls.

B. 222 calls placed through the operator by extension users.

C. 340 intra School Department calls.

D. At various times, all trunk lines were in use, which meant, of course, that certain extension users were not permitted to make calls.

This observation also showed during the school business day; i.e., 8:00 A.M. to 3:00 P.M. a requirement in excess of one operator during four (4) hours of the day.

I am certain that not only you but many other station users have experienced delays in placing calls and that outside callers have experienced long delays in having their calls answered. These conditions have resulted in telephone user invitation which in turn has affected the operation of the telephone users.

To overcome the problem, which I have mentioned, I strongly recommend that you convert your present manual system to a modern automatic dial system. The following are but a few of the many features incorporated into the dial system.

A. Direct intra School Department station to station calling by dialing two (2) digits. No operator assistance is needed on this type of call.

B. Direct outside calling of local calls by station users by first dialing "9" and then the desired exchange and telephone number. A restriction can be placed on any line, at your discretion, which would allow the station only intra School Department calling and the facility to receive outside calls.

C. Features A and B do not require any operator assistance thus freeing the operator for more efficient handling of incoming calls.

D. The operator will handle all long distance calling because special equipment called "Toll Diversion", is placed on all lines which are associated with the "9" level mentioned in Feature B which prevents station users from dialing direct any long distance calls. Any station user desiring to make a long distance call must place the call through the operator. This gives you complete control of all long distance calling.

A room approximately twelve (12) feet wide and twelve (12) feet long is required for the dial switching equipment and this room should be located as close to the switchboard as possible.

In consideration of the engineering of the dial system for your specific needs, the installation of the dial switching equipment, and the switchboard, the Telephone Company requires that the dial switching equipment and switchboard remain in the same location for a minimum period of (5) years. Termination charges are applicable if, for any reason, it becomes necessary to move the equipment or switchboard. The termination charge is reduced by one-sixtieth (1/60) each month the service has been in use. The initial termination charge for the equipment I am recommending for the School Department would be $1,740.00. Of course, this charge is only applicable in the event any of the equipment were to be moved or removed. Thus, serious consideration should be given to the location of the equipment. I assure you that I shall do all in my power to assist you with your planning.

The service connection charge for the automatic dial system is $515.00 The monthly rate would be approximately $250.00 more than your present bill.

We shall require four (4) months from the date of your acceptance to the final engineering, designing and installation of the equipment.

The Cambridge City Hall, Cambridge City Hospital and School Departments of Lexington, Malden and Medford are all presently served by an automatic dial telephone system.

Enclosed are three (3) brochures describing the equipment I am proposing which I think will be helpful to you.

If there are any problem areas which I have not covered or if you should have any questions, please do not hesitate to call me.

Very truly yours,
JOHN A. P. GOOD
Communications Representative

NEW BUSINESS

On motion by Mr. Duehay it was voted that the committee at this time consider the various salary schedules which have been referred to New Business.

Mr. Duehay moved adoption of the following salary schedule, informally agreed upon during recess on June 27, 1964 by a majority of the members; effective September 1, 1964:

Salary Schedule — Bachelor's Degree and Equivalent:

Beginning Salary	$5,100.
Step 1	5,300.
Step 2	5,500.
Step 3	5,800.
Step 4	6,100.
Step 5	6,400.
Step 6	6,700.
Step 7	7,000.
Step 8	7,300.
Step 9	7,600.
Step 10	7,900.
Step 11	8,200.

Approximate Cost	
1964	1965
$33,731.	$101,200.

Increment awarded teachers with a Master's Degree be increased from $200. to $400.	45,463.	136,400.

A new category called "Master's Degree plus 30 hours" be established, and that personnel who have completed 30 semester hours of graduate work beyond the Master's Degree, which in the judgment of the Staff Council on Personnel Development represents an integrated pattern of professional graduate study designed to advance one's preparation in teaching, guidance, administration, or supervision, be awarded an additional increment of $200. and be required to earn 1 credit to acquire the increment.

Personnel holding the doctorate degree, which in the judgment of the Staff Council on Personnel Development represents an integrated pattern of professional graduate study designed to advance one's preparation in teaching, guidance, administration or supervision be awarded an additional increment of $400. and be required to earn 1 credit to acquire the increment.

The Staff Council on Personnel Development be instructed to survey the professional staff to determine the number of teachers who possess the required 30 hours of graduate work beyond the Master's Degree and the number who possess the earned doctorate, in conformity with the requirements set forth herein.

All graduate work referred to above shall be taken at a college or university approved not only by the Division of Teacher Certification and Placement, Mass. Department of Education, but also accredited by the New England Association of Colleges, Secondary Schools, or one or another of the comparable regional accrediting associations; and/or by the National Council for Accreditation of Teacher Education.

	Approximate Cost	
	1964	**1965**
Salary Schedule as above	$33,731.	$101,200.
Master's Degree	45,463.	136,400.
Master's Degree plus 30 hours $200.	1,066.	3,200.
Doctorate Degree $400.	—	—
Administrative — Ratio based on $8,200.	10,882.	32,650.
Supt. of Schools $1,700. to $1,850.	500.	1,500.
	$91,642	$274,950.

Mr. Olesen moved to amend the motion by striking out in the proposed Salary Schedule — Bachelor's Degree and Equivalent, beginning salary through Step 10 (but not including Step 11) and substituting in place thereof the following amounts as shown in a proposed Revised Salary Schedule to be offered by Mr. Solomons:

Beginning Salary	$5,250.
Step 1	5,450.
Step 2	5,700.
Step 3	6,000.
Step 4	6,300.
Step 5	6,600.
Step 6	6,950.
Step 7	7,250.

Step 8	7.600.
Step 9	7,800.
Step 10	8,000.

On motion by Mrs. Ackermann it was voted to take a five minute recess.

Time for recess having expired the chairman called the meeting to order and stated that the matter before the committee for consideration was Mr. Olesen's amendment to Mr. Duehay's motion. On the following roll-call Mr. Olesen's amendment failed of adoption: Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald and Mr. McMahon voting "Nay".

On motion by Mr. Olesen it was voted that the main motion be divided and that action be taken on only the Salary Schedule — Bachelor's Degree or Equivalent:

On the following roll-call it was then voted to adopt the Salary Schedule — Bachelor's Degree and Equivalent set forth in the main motion above: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mayor Crane voting "Yea"; Mr. Solomons voting "Nay"; Mr. Olesen "Present". The rules having been suspended a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

It was then voted to adopt the balance of the main motion. Master's Degree through Superintendent of Schools, on the following roll-call: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present". On motion by Mr. Fitzgerald it was voted on the following roll-call to suspend the rules for the purpose of moving reconsideration at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". A motion by Mr. Fitzgerald to reconsider the vote adopting the balance of the main motion, Master's Degree through Superintendent of Schools, hoping same would not prevail, failed of adoption.

Mrs. Ackermann moved that Civil Service employees be granted an 8% increase in salary, effective September 1, 1964. Mr. Olesen moved to amend by striking out the word 8% and inserting therefor the word 10%. On the following roll-call the amendment failed of adoption: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay and Mr. Solomons voting "Nay"; Mayor Crane "Present". On the following roll-call it was then voted to adopt the main motion "That Civil Service employees of the School Department be granted an 8% increase in salary effective September 1, 1964": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same should not prevail, failed of adoption.

The chairman ordered laid on the "calendar" as required by the rules a proposed amendment to the rules presented by Mr. Fitzgerald that "Whereas, it has been the policy of the School Committee to have lists established as the result of an examination remain in existence for a period of three years, and whereas, this policy was inadvertently omitted from the Rules of the School Committee at the time of revision, that the rules be amended by incorporating a statement under the heading of 'examinations' that any list established as the result of an examination prior to this date, and any list established as the result of an examination henceforth, shall remain in existence for a period of three years from date of examination."

Mrs. Ackermann moved that the Director of Physical Education and Atheltic Activities shall annually, but not later than the first meeting in June, present to the School Committee through the Superintendent a complete report on the activities of his department. This report shall specifically inform the committee in the following areas:

1. The athletic program — elementary and high.
2. The physical education program.
3. The physical fitness of all Cambridge students, measured by national standards.
4. Recommendation of appointment or reappointment of all athletic personnel and salaries.
5. Recommended changes in present program, if any together with suggestions for improvement of existing activities in his department.
6. Financial statement showing expenditures and receipts for the year.
7. A budget — financial, personnel and equipment requirements for the ensuing year.
8. A statement of the present policies now governing his department, especially with reference to the athletic program, recommending changes desired in the present policy and new policies he would like to have adopted.

The Director of Physical Education and Athletic Activities may bring in to any regular meeting of the School Committee recommendations concerning personnel, equipment, etc., which he feels should receive immediate consideration. Mr. Olesen objected to consideration at this meeting and the chairman ordered the motion placed on the "calendar".

Mrs. Ackermann moved that the sub-committee on Buildings & Grounds be requested to consider evolving a plan for having all painted interiors of schools repainted every four years, and for keeping all outdoor areas trim and attractive at all times. It was voted to adopt this motion.

Mrs. Ackermann moved that in accordance with an agreement made at an informal meeting of the School Committee on May 26, the Secretary is requested, at his convenience, to assemble and categorize all written policies of the School Committee that are not contained in the rules. Mr. Olesen placed objection against action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

Conforming to the rules, Vice-Chairman Solomons appointed the following Sub-committee on Buildings & Grounds for the 1964-1965 term:

James F. Fitzgerald, Chairman

Francis H. Duehay

Gustave M. Solomons

Mr. Olesen moved that Whereas the Mass. Turnpike will, early in the fall, reach a point of completion opposite Memorial Drive near the Boston University Stadium, and Whereas, this situation will necessarily route heavily increased traffic, especially commercial vehicles, through Cambridge and causing a potentially dangerous condition for our school children going to and from school, therefore be it Ordered that the Metropolitan District Commission consider the advisability of opening Memorial Drive to commercial vehicles from the Cottage Farm Bridge to Commercial Avenue, effective October 1, 1964, on a temporary basis. Mr. Fitzgerald placed objection to action on this motion at this meeting and the chairman ordered the motion placed on the "calendar" as required by the rules. Mr. Olesen moved to suspend the rules for the purpose of taking action on this motion at this meeting. The motion to suspend the rules failed of adoption on the following roll-call: Mrs. Ackermann and Mr. Olesen voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". The chairman again ordered the motion placed on the "calendar".

Mr. Olesen moved that conforming to the law regulating State Civil Service Employees, that Civil Service employees of the Cambridge School Department be excused from reporting for duty on Friday, July 3, 1964; except that if deemed necessary by the Superintendent that certain specified civil service employees be required to report for duty for the purpose of conducting Summer School and that said employees be compensated for that day at the rate of time and one-half. A motion to suspend the rules for the purpose of taking action at this meeting failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mayor Crane voting "Nay". It was then voted to adopt a substitute motion by Mr. Fitzgerald that at the discretion of the Superintendent of Schools and the Chief Custodian Civil Service employees of the Cambridge School Department be excused from reporting for duty on Friday, July 3, 1964. The rules having been suspended a motion by Mr. Duehay to move reconsideration of the vote adopting the substitute motion, hoping same would not prevail, failed of adoption.

Mr. McMahon moved that sundry medical bills relating to athletic injuries to Rindge Technical School athletes be approved for payment from the High Schools Athletic Fund in the total sum of $256.90. On motion by Mr. Duehay it was voted that this matter be referred to the Superintendent for report.

On motion by Mr. Duehay it was voted on the following roll-call to refer to the Superintendent for report and recommendation the matter of the award for Student Accident Insurance: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald "Present"; Mr. Olesen voting "Nay".

It was voted to convene in Executive Session.

EXECUTIVE SESSION

The Superintendent advised that Mrs. Janet S. Harford, who had been appointed a teacher of home economics in the elementary schools, effective September 1, 1964, has declined the appointment and recommended that her name be stricken from the list of appointees. On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation.

The Superintendent presented the resignation of Mrs. Ellen C. Mann, kindergartner at the Morse School and it was voted to accept the resignation.

There being no objection the chairman ordered made part of the minutes the following report on Summer Schools presented by the Director, Gunnar E. Haugh:

THE HIGH AND LATIN SCHOOL BUILDING
Broadway and Trowbridge Street
Cambridge, Massachusetts 02138
GUNNAR E. HAUGH, ED.D., Director
TRowbridge 6-4508

June 30, 1964

Mr. John M. Tobin
Superintendent of Schools
Cambridge, Massachusetts

Dear Mr. Tobin:

As of the close of school today, 368 pupils have enrolled in the Summer Program. Of these, 74 have enrolled in two courses. This enrollment represents an increase of 101 — 37% over the total enrollment last year. Registration will be accepted through Friday, July 3rd.

I regret that registration for the course in Shakespeare was insufficient to warrant forming the class. However, I am happy to report that enrollment for Chemistry was sufficient to warrant offering the course. This has meant that we are also offering "Selected Topics in PSSC Physics." Increases in the enrollment in our English and Mathematics courses have necessitated the addition of a teacher in each area.

All who were on the staff last year have returned and are listed below:

Mary V. Ayers, Mathematics
Albert J. Brooks, Audio-Visual, Driver Education Coordinator and Assistant to the Director
Florence B. Davey, English
William J. Doran, English
Leon C. Fitzgerald, English
Daniel P. Foley, Driver Education
David T. Hunter, Driver Education
Mary A. King, Typing
James M. Landrigan, Latin and English
Agatha Maguire, Reading
M. Dorothea Murray, Mathematics
Gertrude K. Parsons, French
Rita Ritterbush, Art

The following have joined the staff this year:

Rosemary Hogan, English
Ruth F. Murray, Arithmetic
George F. Olesen, Mathematics
William J. Ryan, Language Arts
John J. Terry, Science

Respectfully submitted,
GUNNAR E. HAUGH
Director

The Superintendent recommended the election of the persons named below to the schools and with the ranks indicated, to be effective September 1, 1964:

PERMANENT:

School	**Name of Teacher**	**Rank**	**Salary**
High & Latin	Mrs. Anne J. Connors	Teacher (Bus. Education)	$5,300.
	Harvena Joan Dillon	Teacher (English)	6,100.
	Charles M. Sego	Teacher (Music)	6,400.

PROVISIONAL:

School	Name of Teacher	Rank	Salary
M. E. Fitzgerald	Marlene P. Klimek	Teacher (II)	$4,900.
Elementary	Marcia E. Lorion	Teacher (Home Econ.)	4,900.
Elementary	Mrs. Marion J. Hannon	Teacher (Science)	5,100.
High & Latin	Judith M. Chadwick	Teacher (Modern Lang. Spanish-French)	4,900.
High & Latin	Nancy J. Gelowtsky	Teacher (Modern Lang. French-Spanish)	4,900.

On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of taking action on the Superintendent's recommendation at this meeting. On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that the teachers listed above be elected: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Absent". The rules having been again suspended a motion by Mr. Duehay to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

The Superintendent concurred in a recommendation of the Staff Board of Examiners that John T. Halligan be elected Teacher-Librarian at the Peabody School at a salary of $6,100.00 per year, effective September 1, 1964. On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of taking action on the Superintendent's recommendation at this meeting. On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that John T. Halligan be elected Teacher-Librarian at the Peabody School at a salary of $6,100. per year effective September 1, 1964: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Absent".

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that Daniel P. Foley, teacher at the Thorndike School, be appointed Master's Assistant at the Thorndike School at a stipend of $300.00 over and above his salary as a teacher, effective September 1, 1964: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Absent".

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that Thomas R. Romeo, teacher at the High & Latin School, be granted Military Leave of Absence on September 9, 10, and 11, 1964, without loss of salary.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that Gertrude K. Parsons, teacher in the Modern Language Department at the High & Latin School, be reassigned without change in salary or status to supervising the elementary French program. The rules having been suspended a motion to move reconsideration of the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that Margaret M. Magee, teacher at the Peabody School, be appointed a member of the Staff Board of Examiners.

On motion by Mr. Fitzgerald it was voted to reconvene in regular session.

On motion by Mr. Duehay it was voted on the following roll-call to ratify and affirm the votes taken in executive session: Mrs. Ackermann, Mr. Duehay. Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald "Absent"; Mr. Olesen "Present".

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE

(Official Report)

Tuesday, September 1, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Solomons it was voted to approve as printed the minutes of the regular meeting of June 23, 1964, recessed and adjourned on June 30, 1964.

On motion by Mr. Duehay it was voted to make part of the minutes the following communication from the School Building Advisory Committee:

School Committee
Cambridge, Mass.

June 30, 1964

Gentlemen:

Following the meeting of the School Building Advisory Committee on June 3, Mr. Curry communicated with the architect, Mr. Paul G. Feloney, regarding the suggestions made at that meeting. After receiving communications from Mr. Feloney, the City Manager, the Chairman of the Task Force on the Haggerty School, the author of the minority recommendation on the Haggerty School (Mr. Fowyer), and I have considered the architect's proposals in greater detail and discussed them with him.

We recommend to the School Committee that it approve a program of construction at the Haggerty School site in accordance with the recommendations of the Task Force, except that the reconstruction of the existing building be limited to painting, roof and window repairs and necessary safety features, and certain partitions; that the design of the new building be modified only to the degree necessary to properly coordinate with this change.

It appears that this plan would save the City of Cambridge approximately $350,000, and would give the School Committee greater flexibility to provide the future school needs of the community, at the same time substantially improving the facilities at the Haggerty School.

Yours very truly,

HARDING U. GREENE

Chairman

On motion by Mr. Duehay it was voted to make part of the minutes the following communication received from the Porter Chevrolet, Inc.:

PORTER CHEVROLET, INC.

July 3, 1964

Mayor Edward Crane, Chairman
Cambridge School Committee
Cambridge, Mass.

Honorable Mayor Crane:

After fourteen years of providing the Driver Education Training cars for the Cambridge Public School Driver Education Program, General Motors Corporation and Porter Chevrolet, Inc., wish to express their pleasure in having been able to participate in such a worthy program. We believe this program saves many lives and hundreds of thousands of dollars of property by inculcating safe driving habits and attitudes.

It is our wish to continue this service this year and for many more years to come.

Yours very truly,
PORTER CHEVROLET, INC.
Milton Herman, President

It was voted to spread upon the records notice received from the Teachers' Retirement Board approving the continued employment until the end of the school year, June, 1965, of Rosemary Hogan and Mrs. Beatrice N. Allen, teachers at the High & Latin School, who have attained retirement age.

On motion by Mr. Solomons it was voted on the following roll-call to approve award of salary increments to members of the instructional staff as recommended by the Staff Council on Personnel Development: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald and Mr. Olesen "Absent".

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

There being no objection the chairman ordered laid on the 'calendar' the Superintendent's recommendation that the following School Calendar be approved:

First Term:	September 10, 1964 to December 23, 1964	71 days
Second Term:	January 4, 1965 to February 19, 1965	35 days
Third Term:	March 1, 1965 to April 15, 1965	34 days
Fourth Term:	April 26 to June 25, 1965	43 days
		183 days

First Term: September 9, 1965 to December 23, 1965

The Superintendent regretfully reported the death, on August 29, 1964, of John F. Toomey, master of the Putnam School and for forty-one years a member of the faculty of the Cambridge School Department. On motion by Mr. Duehay it was voted to express to Mr. Toomey's family the School Committee's sincere sorrow upon learning of his death.

On motion by Mr. McMahon it was voted to accept the following resignations of teachers, all effective September 1, 1964:

High & Latin	Judith M. Chadwick
High & Latin	Pauline DeConto
High & Latin	Mary J. Cotter Diggins
High & Latin	Mary E. Brusch Mulkeen
Rindge Technical	James J. Beakey
Abraham Lincoln	Katherine N. Mahoney Plante
Harrington	Frances E. Phetteplace
Houghton	Jane A. Robertson
Longfellow	Patricia Garland Jemie
Longfellow	Mrs. William V. Hill
Morse	Mary S. Skinner Sayers
Peabody	Alice Coyle Henderson
Bureau of Pupil Services	Mary C. Miller

The Superintendent reported the retirement of Mary R. Mooney, a teacher assigned to the Roberts School and a member of the faculty for thirty-seven years. On motion by Mr. Solomons it was voted to accept Miss Mooney's resignation and to express to her the School Committee's sincere appreciation for her long years of devoted and efficient service to the Cambridge School Department.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that Marie P. Murphy, teacher at the Morse School, having filed the proper application as required by the rules, be granted Maternity Leave of Absence without stipend from September 1, 1964 to September 1, 1966.

The Superintendent reported the marriage of the following teachers and advised that their names would now appear on our records in accordance with their present status:

Katherine B. Smith, High & Latin, to Michael L. O'Sullivan
Mary M. O'Connor, Harrington School, to William T. Roberts, Jr.
Patricia Stankunas, High & Latin School, to Clifford J. Ehrlich
Cynthia M. Burr, High & Latin School, to Jerry King Larson
Mary E. Coakley, Haggerty School, to Thomas J. Dorchak
Diane Abithol, Fitzgerald School, to Blaine Viles Fogg
Susan J. Wetstein, Roberts School, to Gary Lee Osher

The Superintendent presented a petition from Gunmar M. Haugh, Master of Webster School, for retirement in accordance with the provisions of Chapter 32, Section 58 of the General Laws, and recommended that this application be approved. On motion by Mrs. Ackermann it was voted to recommend approval of Mr. Haugh's application and that same be forwarded to the City Manager for appropriate action, and, further, that the Secretary express to Mr. Haugh the Committee's keen realization of the great loss it will sustain in no longer being able to enjoy his wise and effective counsel, as well as the delightful personal association which the School Department generally has prized throughout his years of devoted and valued service and to extend best wishes for many years of health and happiness; and, further, that the following statement by the Superintendent of Schools be spread upon the minutes:

> "In his daily life both as a dedicated teacher and as an outstanding school administrator Mr. Haugh contributed greatly to the educational progress of the Cambridge School Department. Because he was vitally interested in human dignity and the future of the youth of our city Gunnar E. Haugh has always known who is his neighbor — for him it was each person, regardless of race, creed or color. And so we extend to him our sincere good wishes in his chosen vocation, ever with the thought in mind that we shall miss him personally and professionally."

On motion by Mr. Solomons it was voted to make part of the minutes the following report on the 1964 Summer School:

September 1, 1964

John M. Tobin, Superintendent of Schools
1700 Cambridge St., Cambridge, Mass.

Dear Mr. Tobin:

I submit herewith my report on the 1964 Summer School.

Length of Session	30 days
Total Enrollment	390
Enrolled in 2 courses	84
Received for Tuition	$9,065.00
Tuition billed to Mass. Div. of Child Guard.	40.00
Total Receipts	9,105.00

As I reported earlier, insufficient enrollment made it necessary to withdraw the projected course in Shakespeare. However, this year the enrollment in Chemistry made it possible to not only offer it but also to offer PSSC Physics. Mr. Terry who taught both courses was most enthusiastic with regard to the work accomplished in physics due to the high calibre and serious motivation of the students enrolled. The enrollment in Developmental and Remedial Reading was so marked that it was necessary to add a teacher, Miss Helen E. Danc. The courses in Arithmetic and Language Arts at the elementary level were well received and I believe the enrollment will increase in future years. I wish to thank you and the members of the staff of the Summer School for their cooperation which made possible our successful Summer School.

Respectfully submitted,

GUNNAR E. HAUGH, Director

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that the Teachers' Retirement Board be requested to authorize the continued employment of John J. Sheehan as Headmaster of the High & Latin School, until the end of the present school year, June 1965.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mrs. Ackermann it was voted to lay on the table a motion presented by Mr. Fitzgerald at the meeting of June 30, 1964: "Whereas it has been the policy of the School Committee to have lists established as the result of an examination remain in existence for a period of three years, and whereas this policy was inadvertently omitted from the Rules of the School Committee at the time of revision, that the rules be amended by incorporating, under the heading of 'Examinations' that any list established as the result of an examination prior to this date, and any list established as the result of an examination henceforth, shall remain in existence for a period of three years from the date of examination." Mr. Olesen is recorded as voting "Nay".

Question came on a motion offered by Mrs. Ackermann at the meeting of June 30, 1964 that the Director of Physical Education and Athletic Activities shall annually, but not later than the first meeting in June, present to the School Committee through the Superintendent a complete report on the activities of his department. This report shall specifically inform the committee in the following areas:

1. The athletic program — elementary and high
2. The physical education program
3. The physical fitness of all Cambridge students measured by national standards
4. Recommendation of appointment or reappointment of all athletic personnel and salaries
5. Recommended changes in present program, if any, together with suggestions for improvement of existing activities in his department.
6. Financial Statement showing expenditures and receipts for the year.
7. A budget, financial, personnel and equipment requirements for the ensuing year.
8. A statement of the present policies now governing his department, especially with reference to the athletic program, recommending changes desired in the present policy and new policies he would like to have adopted.

The Director of Physical Education and Athletic Activities may bring in to any Regular Meeting of the School Committee recommendations concerning personnel, equipment, etc., which he feels should receive immediate consideration. On the following roll-call it was voted not to adopt an amendment to the motion by Mr. Olesen by striking out in the first line the words "Physical Education:" Mrs. Ackermann, Mr. McMahon and Mr. Olesen voting "Yea"; Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay"; Mr. Fitzgerald "Absent". A motion by Mr. Olesen that Mrs. Ackermann's motion be laid on the table, failed of adoption. It was then voted to adopt Mrs. Ackermann's motion set forth in detail above. Mr. Olesen is recorded as voting "Nay".

On motion by Mrs. Ackermann it was voted to adopt a motion presented at the meeting of June 30, 1964: "that in accordance with an agreement made at an informal meeting of the School Committee on May 26, the Secretary is requested, at his own convenience to assemble and categorize all written policies of the School Committee that are not contained in the rules."

Question came on a motion presented by Mr. Duehay at the meeting of June 30, 1964 as follows:

> That the position of headmaster of Cambridge High & Latin School be declared vacant as of July 1, 1965.
>
> That, in accordance with the rules of the School Committee, the Superintendent of Schools appoint forthwith an examining board, to examine candidates for said position.
>
> That the Superintendent of Schools and the Assistant Superintendent for Secondary Schools take suitable action to search out capable educators both within and outside the Cambridge School Department who qualify for the post under the rules of the School Committee and to encourage them to apply for the position by —
>
> a. advertising the position widely to all Cambridge school teachers and administrative personnel;
>
> b. notifying professional education placement offices in the Northeast of the impending vacancy;
>
> c. causing notices to be inserted in appropriate teachers' and administrators' professional journals well in advance of the date of the written examination.
>
> That there be a period of at least 12 weeks between the announcement of the examination date by the examining board and the actual date of the examination, during which time applications can be received and the above mentioned notices posted.
>
> That the Superintendent of Schools attempt to adhere to the following timetable:

September, 1964 — Superintendent recommend examining board to School Committee
October, 1964 — Announcement of examining date and other details by examining board
October, November, December, 1964 — Advertisement of position
Early January, 1965 — Applications due
Late January, 1965 — Examination and rating of candidates by examining board
Early February, 1965 — Recommendation lists forwarded to School Committee

Mr. Duehay moved adoption of the foregoing motion. A motion by Mr. McMahon to lay the motion on the table failed of adoption on the following roll-call: Mr. McMahon voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Nay"; Mr. Fitzgerald "Absent". It was then voted to adopt the main motion as set forth above. Mr. McMahon and Mr. Olesen are recorded as voting "Nay".

On motion by Mr. Olesen it was voted to place on file a motion presented at the meeting of June 30, 1964, requesting the Metropolitan District Commission to consider the advisability of opening Memorial Drive to Commercial vehicles from the Boston University Bridge to Commercial Avenue, Cambridge, effective October 1, 1964, on a temporary basis.

On motion by Mr. Duehay it was voted to adopt the following report on kindergartens presented by the Superintendent:

Office of The
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138

John M. Tobin, Superintendent

September 1, 1964

— IN SCHOOL COMMITTEE —

"In School Committee, June 23, 1964 — ORDERED: That the petition received from a group of parents at the Peabody School requesting that the pupil-teacher ratio for kindergartens be re-examined, be referred to the Superintendent with the request that he survey the kindergartens in all Cambridge Public Schools and report his findings and recommendations to the School Committee."

In compliance with the above Order of the School Committee of June 23rd relative to kindergarten classes I submit the following report:

It has been our basic policy to enroll children into our kindergartens if they reach the age of 4 years and 6 months prior to October 1st of the entering year. For one-half the school year the child attends the morning session, one-half the year the afternoon session. Children are grouped as far as possible according to age that patterns of child growth and development may be similar. As members of this Committee know there is a significant difference in behavior patterns, motor co-ordination, even physical strength between a 4½ year old and a 5½ year old.

It has further been our policy to have no teacher with over 30 children a session. In most cases this policy has been followed — our teacher-pupil ratio in our kindergartens during the school year varied from 1.16 in the Agassiz School to 1.30 at the Peabody School. A table is attached showing the ratio of all schools for the year 1963-1964.

Spring registration figures indicate a trend that would at this moment lead me to believe that the year 1964-1965 will vary significantly. On October 1st a teacher-pupil ratio of all kindergartens will be made available to the members.

It is my recommendation that our present policy on admission age and class size be reaffirmed. I would respectfully call attention to the fact that a total enrollment figure at the kindergarten level is not as accurate a measure as the average daily attendance for it is an unusual day that all children are present.

This recommendation, that we continue our present kindergarten policy, however, sets a minimum standard, it is not a limiting one. Whenever possible I plan to keep a teacher-pupil ratio of 1.25 per session. Space and availability of qualified personnel are factors which must be considered here.

I am aware, as are all educators and all School Committee members, that ideally kindergarten should be a morning activity. However, Cambridge, like most urban communities which have kindergartens, must face realistically and prudently that the single session is impossible. Space is not available; qualified teachers are limited in number; budget responsibility is a factor.

School	Teachers in June	June Enrollment	Blank 'M'	1963-1964 Teacher-Pupil Ratio
Abraham Lincoln	2	70	40+	1:18
Agassiz	1	32	20+	1:16
M. E. Fitzgerald	6	210	192	2:35-1:17
Fletcher	1	55	37+	1:18
Haggerty	2	54	60	1:14
Harrington	3	104	110	1:18
Houghton	2	110	100	1:28
Longfellow	3	127	51+	1:21
Morse	2	111	100	1:28
Peabody	1	59	62	1:30
Putnam	1	54	50	1:27
Roberts	3	70	60+	1:23
Russell	2	68	60	1:34
Thorndike	1	47	50	1:24
Webster	2	75	71	1:19

JOHN M. TOBIN
Superintendent of Schools

Conforming to an order that he report on the award for student accident insurance, the Superintendent recommended that Erkman, Miller & Watt, Inc., being the lowest bidder, be awarded the contract for furnishing Student Accident Insurance at a premium of $1.25 per person. A motion by Mr. Olesen to substitute the Miley Plan of Student Accident Insurance, failed of adoption. Mr. Olesen is recorded as voting "Yea". On motion by Mrs. Ackermann it was then voted on the following roll-call to adopt the Superintendent's recommendation that the award be given to Erkman, Miller & Watt, Inc.: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay"; Mr. Fitzgerald "Absent".

On motion by Mr. Solomons it was voted that the Report on Pupil Services-1964 presented by the Survey Board of Dr. Wm. C. Cottle of Boston College and Dr. Frances E. Dunn of Brown University, together with a Report on Pupil Services presented by the Superintendent of Schools at this meeting, be laid on the table.

Relative to a report on the telephone service in the School Department, prepared and presented by New England Telephone & Telegraph Co., at the meeting of June 30, 1964, it was unanimously agreed to hold a special meeting at a later date to discuss this report in detail.

NEW BUSINESS

On motion by Mr. Duehay it was voted that the matter of providing suitable office space for the Assistant Superintendents of Schools and for the prospective Business Manager be referred to the Subcommittee on Buildings and Grounds.

On motion by Mr. Duehay it was voted that the School Building Advisory Committee be respectfully asked to file its comprehensive report no later than December 1, 1964, in accordance with the several motions referred to it by the School Committee.

On motion by Vice-Chairman Solomons it was voted that the Superintendent consider the feasibility of "Educationally Tooling" Rindge Technical School for the NASA program immediately, so that our boys and girls will be ready to accept employment when NASA opens in Cambridge.

On motion by Mr. Solomons it was voted that the School Committee extend its heartiest congratulations to Howard Soones, 3 Soden Street; Henry Turner, 3 Field Street and Henry Cabarrus, 21 Kirkland Street, for being among the twenty-five students who are studying in pilot career plan at Northeastern University.

On motion by Mr. Solomons it was voted that the School Building Advisory Committee consider giving the Houghton School high and immediate priority for a new addition which would contain the facilities for science rooms, cafeteria and other needed classroom spaces.

On motion by Mrs. Ackermann it was voted that the Superintendent report to the School Committee as to what plans he has to provide secretarial service for the Assistant Superintendents of Schools.

On motion by Mrs. Ackermann it was voted that the Superintendent present at the first or second meeting in October any recommendations he may wish to make for revising the recruiting and hiring policies.

On motion by Mr. Duehay it was voted to convene in executive session.

Executive Session

On motion by Mr. Duehay it was voted to lay on the table the certified civil service list of persons eligible to fill six positions of junior clerk-typist in the School Department, on a part-time permanent basis.

Mrs. Ackermann moved that the first person on the certified civil service list for one full-time permanent junior clerk-typist, who has signified her willingness to accept the position, be appointed. Mr. McMahon placed objection against action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

There being no objection the chairman ordered made part of the minutes the following list of persons certified by the Staff Council on Personnel Development as eligible to receive the salary increment for thirty hours study beyond Master's Degree:

Certificates of Advanced Graduate Specialization

Alan S. Cohen — Boston University
Mae E. Sullivan — Boston University
William J. Joyce — Boston University
John G. O'Keefe — Harvard University

Hours Beyond Master Degree on Integrated Program

Mary V. Ayers	29 Hours	Boston College	Mathematics
William J. Coughlan	30+ Hours	Worcester Polytechnic	Science-Math.
Marie T. Callahan	30+ Hours	Boston College	History
Regina B. Key	30± Hours	Boston University	Romance Languages, Spanish & French
Edward A. O'Keefe	30± Hours	Boston University	Guidance
Alice Skahan	30+ Hours	State College, Boston	Guidance
Margaret C. Slade	30± Hours	State College, Boston	Guidance
Donald A. York	30+ Hours	State College, Boston	15 hrs. Guidance 15 hrs. Scattered
Mary F. Moran	30+ Hours	State College, Boston	Guidance
Leon C. Fitzgerald	30+ Hours	toward Ed.M. plus original M.A.	
Daniel P. Foley	2 Master Degrees M.S.W. and M.Ed.		
Lila C. Palatini	2 Master Degrees A.M. and M.Ed.		

It was unanimously agreed to refer to the Superintendent for reply in accordance with the rules a communication from the Children's Developmental Clinic asking permission to enter a child in kindergarten who is under the admission age.

On motion by Mr. Solomons it was voted that a communication from Elizabeth H. Palmer, teacher at the Peabody School requesting a review of her present salary status, be referred to the Staff Council on Personnel Development.

It was unanimously agreed to refer to the Superintendent with power the matter of transfer of any classes.

The Superintendent presented the following recommendation relating to the National Defense Education Act, Title III:

September 1, 1964

— IN SCHOOL COMMITTEE —

IMPLEMENTATION OF TITLE III NATONAL DEFENSE EDUCATION ACT

A copy of a letter from the Title III (N. D. E. A. Science, Mathematics and Foreign Language 50% reimbursement provision) is attached for your information.

In summary this makes possible the purchase of a minimum of $50,000.00 worth of non-expendable equipment in these three areas at a cost to the city of $25,000.00. There exists the probability of at least $50,000.00 more.

The program as outlined requires preparation of the essential information, sketches, nomenclature and bids prior to October 15, 1964 for the first $50,000.00 and by January 15, 1965 for the added $50,000.00.

No expenditure can be made until the complete proposal is submitted in the proper form and approved by the State Department of Education.

Actual purchase of the approved items can be made at any time up to June 30, 1965.

This program will be a continuing one which should be employed to upgrade the curriculum through the purchase of those items which are essential.

The saving to the city justifies the assignment of a qualified teacher as a part-time assistant-coordinator of N. D. E. A.

I, therefore, recommend that Mr. Theodore Wayne, a teacher at the Peabody School, be appointed as a part-time assistant coordinator in N. D. E. A. projects. He will, in this regard, be under the supervision of Assistant Superintendent David E. Hockman, who has had experience in the N. D. E. A. Title III program over the last two years.

I recommend that a fee of $50.00 per month be authorized for this additional responsibility.

DUTIES

Teacher-Assistant — Title III, National Defense Education Act.

Responsible to the Assistant Superintendent of Secondary Schools for:

a. Co-ordination with the State Department of Education in all aspects of Title III of the National Defense Education Act.

b. Co-ordination with *staff personnel* in the areas of science, mathematics and foreign language.

c. Research of equipment available and suited to the curriculum.

d. Recommendations as to purchase of equipment.

e. Planning for installation of equipment and preparation of sketches.

f. Preparation of forms for submission to the State Department of Education.

g. Provision for distribution of equipment upon receipt.

h. Such added duties as may be essential to the proper preparation and completion of Title III projects.

Mr. McMahon moved adoption of the Superintendent's recommendation that Theodore Wayne, a teacher at the Peabody School be appointed as a part-time assistant coordinator in N. D. E. A. projects at a stipend of $50.00 per month. Mr. Olesen objected to action on the motion at this meeting. On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of taking action on the motion at this meeting (by roll-call vote): Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay"; Mr. Fitzgerald "Absent". A motion by Mr. Olesen to amend the main motion by striking out the words "at a stipend of $50.00 per month" failed of adoption. On the following roll-call it was voted to adopt the Superintendent's recommendation that Theodore Wayne, a teacher at the Peabody School, be appointed as a part-time assistant coordinator in N. D. E. A. projects at a stipend of $50.00 per month: Mrs. Ackermann, Mr. Duehay, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Olesen and Mayor Crane voting "Nay"; Mr. Fitzgerald "Absent". A motion by Mr. McMahon to suspend the rules for the purpose of moving reconsideration at this meeting, failed of adoption on the following roll-call vote (5 votes being necessary for suspension of rules): Mrs. Ackermann, Mr. Duehay, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Olesen and Mayor Crane voting "Nay"; Mr. Fitzgerald "Absent".

The Superintendent recommended that the rule "The Superintendents dated rating of candidates shall be compiled immediately upon receipt of all applications and shall be presented to the School Committee in a sealed envelope and held in the School Committee files (unopened) until the completion of the examination and upon receipt by the School Committee of the Board of Examiners' report, the Superintendent's rating of the candidates shall, in executive session, be added to the final mark awarded to the candidate by the Board of Examiners" be amended by providing that the Superintendent's dated rating of candidates be filed with the secretary of the school committee and that a copy of these ratings be forwarded at the same time, in a sealed envelope, to the Board of Examiners and marked "not to be opened until all candidates have been notified in writing of their mark in the written examination". Mr. Duehay moved that the previous rule be rescinded and the Superintendent's recommendation be adopted as the prevailing rule. Objection was placed against action at this time and the chairman ordered the matter placed on the 'calendar' as required by the rules.

The Superintendent recommended that the person assigned as Master of the Harrington School shall be paid an additional stipend of $500.00 over and above his regular salary. Mr. Olesen objected to action and the chairman ordered the matter placed on the 'calendar' as required by the rules.

The Superintendent recommended that Miss Liberty Winters, presently employed as a librarian at the Cambridge Public Library, be appointed Librarian for the Longfellow-Agassiz district, at a stipend of $5,100.00 per year. The chairman ordered the recommendation placed on the 'calendar' as required by the rules.

On motion by Mr. Duehay it was voted to reconvene in regular session.

On motion by Mr. Solomons it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;
ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, September 15, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Having filed the proper notice required by the rules, Mr. Olesen moved reconsideration of the vote taken at the meeting of September 1, 1964 "That Theodore Wayne, a teacher at the Peabody School, be appointed as a part-time assistant coordinator in the N. D. E. A. projects. He will in this regard be under the supervision of Assistant Superintendent of Schools David E. Heckman, who has had experience in the N. D. E. A. Title III program over the last two years, and, further, that Mr. Wayne receive a stipend of $50.00 per month for this additional responsibility." On the following roll-call, the motion 'to reconsider' failed of adoption: Mrs. Ackermann, Mr. Olesen and Mayor Crane voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay".

Having filed the proper notice required by the rules, Mr. McMahon moved reconsideration of the vote taken at the meeting of September 1, 1964 that the position of Headmaster of Cambridge High & Latin School be declared vacant as of July 1, 1965, and that in accordance with the Rules of the School Committee, the Superintendent of Schools appoint forthwith an examining board to examine candidates for said positions, (the motion set forth in its entirety in the minutes of September 1, 1964). On the following roll-call the motion 'to reconsider' failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay".

On motion by Mr. Solomons it was voted to approve the minutes of the meeting of September 1, 1964 as presented.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

On motion by Mr. Duehay it was voted on the following roll-call to adopt the Superintendent's recommendation that in addition to sums previously appropriated, a sum of $4,500.00 be appropriated to Schedule B-39 Services Not Otherwise Coded, said sum to be provided by transfer from Revolving Account School Grant PL874: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation that Mary F. Moran, Guidance Counselor in the Bureau of Pupil Services, be granted leave of absence without loss of salary on October 5 and 6, 1964, for the purpose of attending the Eighteenth Annual New England Personnel and Guidance Conference at Bretton Woods, New Hampshire.

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that the Evening School and Americanization Classes be reopened on Tuesday evening, October 13, 1964.

On motion by Mr. Solomons it was voted to approve the Superintendent's recommendation that the following teachers, due to illness, be excused from reporting on the opening day of school:

Ruth Hayes	Julienne E. O'Keefe
George J. Murphy	Joy Cazes Marks
John C. Powers	John M. Clarke

On motion by Mr. Duehay it was voted on the following roll-call to approve the recommendations of the Staff Council on Personnel Development, as concurred in by the Superintendent that the persons named on the following list have been awarded degrees which entitles them to increments in accordance with the rules: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

Mr. John M. Tobin
Superintendent of Schools
Cambridge, Mass.

Dear Mr. Tobin:

The Staff Council on Personnel Development has received certification that degrees were granted to the teachers listed below by the following colleges:

From State College at Boston on June 7, 1964

Frances E. Dewire, M. E. Fitzgerald School — Master of Education
Maureen R. O'Connell Palmer, M. E. Fitzgerald School — Master of Education
Dorothy F. Haley, Harrington School — Master of Education
Mrs. Rita W. Ritterbush, Art Department, High & Latin School — Master of Education

From New York University — June 1964

Mrs. Eloise E. D. Forte, Harrington School — Master of Arts

From State College at Boston on August 14, 1964

Eileen Barrett, Houghton School — Master of Education
Judith S. Bresnahan, Roberts School — Master of Education
Margaret A. Carey, Abraham Lincoln School — Master of Education
Frances E. McCauley, Harrington School — Master of Education
Elenore M. O'Brien, Agassiz School — Master of Education
Glen B. Peck, Jr., Houghton School — Master of Education
Christine A. Splaine, High & Latin School — Master of Education

The Staff Council officially recognizes these certifications and will keep them on file in the teachers' record folders.

Certificates of Advanced Graduate Specialization have been received and officially recognized for the following teachers:

From Boston University

Alan S. Cohen — High & Latin School
William J. Coughlan — Rindge Technical School
William J. Joyce — Rindge Technical School
Mae E. Sullivan — High & Latin School

From Harvard University

John G. O'Keefe — Peabody School

Mr. William J. Coughlan of Rindge Technical School has also received a Master of Natural Science from Worcester Polytechnic Institute on August 17, 1962.

Kindly make a note of the change of status on the above named teachers' records in your office.

Respectfully submitted,
EDWARD A. CONLEY, Chairman

The Superintendent reported that Marilyn Walker Classon, teacher at the High & Latin School, was married to Stephen Pizer and her name will now appear on our records as Marilyn W. Pizer; that Carol L. Tash, teacher at the Russell School was married to Robert Snider and her name will now appear on our records as Carol L. Snider; that Betsey Salloway, teacher at the Haggerty School was married to Murton Garfinkel and her name will now appear on our records as Betsey Garfinkel.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

Mrs. Ackermann moved adoption of a motion presented at the meeting of September 1, 1964 "that the first person on the certified civil service list for one full-time permanent junior clerk typist who has signified her willingness to accept the position, Alice Fitzmaurice, be appointed to this position." Mr. McMahon offered a substitute motion that the petition of Mrs. John H. Harrington for a transfer from the office of the City Clerk to the School Department as a junior clerk-typist be approved. The substitute motion failed of adoption on the following roll-call: Mr. McMahon and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen and Mr. Solomons voting "Nay". On the following roll-call it was then voted to adopt the main motion "that the first person on the certified civil service list for one full-time permanent junior clerk-typist who has signified her willingness to accept the position, Alice Fitzmaurice, be appointed to this position": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Duehay it was voted on the following roll-call that a proposed amendment to the rules presented at the meeting of September 1, 1964 be adopted: "The present rule relating to the Superintendent's rating of candidates be rescinded and that the rules be amended by inserting in place thereof the following rule as recommended by the Superintendent: 'The Superintendent's dated rating of candidates shall be filed with the Secretary of the School Committee in a sealed envelope and that a copy of these ratings be forwarded at the same time in a sealed envelope to the Board of Examiners and marked 'not to be opened until all candidates have been notified in writing of their mark in the written examination'.": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Yea"; Mr. McMahon and Mr. Olesen voting "Nay".

On motion by Mr. Olesen it was voted on the following roll-call to place on file the Superintendent's recommendation, presented at the meeting of September 1, 1964 that the person assigned as Master of the Harrington School shall be paid an additional stipend of $500.00 over and above his regular salary: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. McMahon voting "Nay".

On motion by Mr. Duehay it was voted to lay on the table the Superintendent's recommendation, presented at the meeting of September 1, 1964, that Mrs. Liberty Winters, presently employed as a librarian at the Cambridge

Public Library, be appointed librarian for the Longfellow-Agassiz District, at a stipend of $5,100.00 per year.

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation, presented at the meeting of September 1, 1964 that the following School Calendar be adopted:

First Term:	September 10, 1964 to December 23, 1964	71 days
Second Term:	January 4, 1965 to February 19, 1965	35 days
Third Term:	March 1, 1965 to April 15, 1965	34 days
Fourth Term:	April 26, 1965 to June 25, 1965	43 days
		183 days

1965-1966 School Year:

First Term: September 9, 1965 to December 23, 1965

Tabled Matters:

On motion by Mrs. Ackermann it was voted to take from the table the Report on Pupil Services-1964 presented by the Survey Board of Dr. Wm. C. Cottle of Boston College and Dr. Frances E. Dunn, of Brown University, together with a Report on Pupil Services-1965 presented by the Superintendent of Schools.

Mr. Duehay moved that the Major Recommendations of the Superintendent as contained in "Superintendent's Report on Pupil Services-1964" as shown on Page 5 of said report, one through eight, be acted on separately. Mrs. Ackermann placed objection against action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

"Proposed amendment to the rules, presented by Mr. Duehay, to adopt the Superintendent's recommendations as contained in a report from the Superintendent that the following shall be the qualifications for the position of Guidance Counselor:

Minimum Professional Preparation required for applicants for the position of Guidance Counselor in the elementary and in the secondary schools of Cambridge:

1. A Master's Degree in Guidance Counseling from an accredited institution.

2. Certification as a Guidance Counselor by the State Department of Education.

3. A minimum of 2 semester hours credit from an accredited institution in each of the following areas:
   a. Supervised Guidance Counseling Experiences.
   b. Counseling Theory and Procedure.
   c. Tests and Measurements.
   d. Occupational Information.
   e. Developmental and Educational Psychology.

4. In addition it would be desirable for the candidate to have —
   a. Two years of successful full-time work as a teacher or as a guidance counselor;

b. At least two semester hours credit from an accredited institution in these areas:
   (1) Group theory and practices
   (2) Legal and professional ethics

c. A broad background in the natural and physical sciences, the behavioral sciences and the humanities.

d. An understanding of school curriculum and the psychological and sociological climate of in-school learning.

References:

1. Statement of Policy for Secondary School Counselors and Guidelines for Implementation of the American School Counselor Association Statement of Policy for Secondary School Counselors. American School Counselor Association: A Division of the American Personnel and Guidance Association 1964.
2. The Personnel and Guidance Journal of the American Personnel and Guidance Association June 1964 pg. 1061.
3. Guidance Program Handbook, Mass. State Dept. of Education, 1962.

The chairman ruled that the foregoing motion constituted an amendment to the rules of the School Committee and therefore ordered the proposed amendment placed on the 'calendar' as required by the rules.

On motion by Mr. Solomons it was then voted that the "Report On Pupil Services-1964" as presented by the Survey Board of Dr. Wm. C. Cottle of Boston College and Dr. Frances E. Dunn, of Brown University and "Superintendent's Report on Pupil Services-1964" be laid on the table: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay".

On motion by Mrs. Ackermann it was voted to take from the table the certified civil service list of persons eligible to fill six positions of permanent part-time junior clerk-typist. The Superintendent recommended that this matter be referred to executive session and on motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation.

Awaiting Report:

The Superintendent concurred in the recommendations contained in the following report from the Director of Physical Education and Athletic Activities relative to a petition from the Golf and Tennis coaches requesting that the golf and tennis seasons be extended to include 30 days in the fall, and on motion by Mr. Fitzgerald it was voted that the report be made part of the minutes:

CAMBRIDGE PUBLIC SCHOOLS
Office of
DIRECTOR OF PHYSICAL EDUCATION
1440 Cambridge Street
Cambridge, Massachusetts 02138
Joseph A. Kozlowsky, Director

September 15, 1964

To the Honorable,
The Cambridge School Committee
Cambridge, Mass.

Dear Sirs & Madam:

Conforming to an order adopted at the regular meeting of June 23, 1964 "that a petition received from the tennis and golf coaches at High & Latin School and Rindge Technical School requesting the School Committee to consider extending the tennis and golf seasons to include 30 days in the Fall in addition to the present Spring program, be presented to the Director of Athletics for report and recommendation" I herewith submit my report:

A survey of 33 cities in Massachusetts shows that 24 cities sponsored tennis and golf. The average salary paid for coaching these sports is $260. Cambridge pays $360. for the same services.

There is no provision in this year's budget for additional expenditures for coaching salaries. Practically all the cities pay their coaches a set stipend for coaching and the length of the season does not affect the coaching salary. In Cambridge, on a per diem basis, the length of the season could increase the salary from $360. to $600. per coach.

Therefore I do not recommend the extension of the tennis and golf seasons.

Attached is a copy of the cities and salaries paid coaches of golf and tennis.

Respectfully submitted,
JOSEPH A. KOZLOWSKY
Director

CITY	TENNIS	GOLF
Beverly	$300.	$300.
Cambridge	8. day (45 days $360)	8. day (45 days $360)
Chicopee	200.	150.
Fall River	250.	250.
Fitchburg	400.	100.
Gloucester	200.	100.
Haverhill	200.	200.

CITY	TENNIS	GOLF
Holyoke	20. per month	20. per month
Lynn	300.	300.
Malden	300.	—
Melrose	300.	300.
Newton	530.	325.
North Adams	—	203.
Northampton	200.	200.
Peabody	—	500.
Quincy	300.	250.
Salem	200.	200.
Springfield	125.	125.
Westfield	200.	200.
Woburn	200.	250.
Worcester	9. per day	9. per day
Marlborough	—	300.
Taunton	—	100.
Waltham	—	200.

Conforming to an order that he report on the motion to approve payment of sundry medical bills relating to athletic injuries to high school athletes, the Superintendent presented the following report and on motion by Mr. Fitzgerald it was voted that the report be laid on the table and copies sent to each member:

Mr. John M. Tobin
Superintendent of Schools
Cambridge, Mass.

Dear Mr. Tobin:

The following medical bills, in connection with athletic injuries, are outstanding. After careful investigation I have determined that there is no insurance coverage in these cases and I, therefore, recommend payment of these bills from the High Schools Athletic Fund:

Dr. James P. Toyias, for Paul Barry, dental injury, baseball at High & Latin	$ 81.00
Dr. Wm. Lanigan for Frederick Renna	285.00
Dr. Francis Callahan for Frederick Renna	40.00
Cambridge City Hospital for Frederick Renna	236.55
	*$561.55

*Football injury at High & Latin School. Fractured Humerus requiring two operations.

Dr. Henry E. Snell for James Squire, dental injury, football at Rindge Tech.	77.00
Dr. John Bichajian, for John Fialkowski, dental injury, football at Rindge Tech.	75.00

Very truly yours,

JOSEPH A. KOZLOWSKY
Director

There being no objection the chairman ordered referred to executive session the motion, presented at the meeting of September 1, 1964, to have the Superintendent report as to what plans he has to provide secretary service for the Assistant Superintendent of Schools.

The chairman ordered laid on the 'calendar' as required by the rules a proposed amendment to the rules presented by Mr. Duehay:

> That the following procedures shall govern the qualifications and appointments of librarians:
>
> 1) Applicants for the position of librarian must qualify, be rated and be recommended to the School Committee by the Board of Examiners in the same manner as are all other teachers and will be compensated at the same rate.
>
> 2) In addition, applicants must possess a Bachelor's or Master's Degree in library science from an accredited college or university.
>
> 3) In the event that, after intensive recruiting, in the judgment of the Superintendent of Schools, enough librarians so qualified to fill existing positions cannot be found to recommend to the School Committee, the Board of Examiners may rate and recommend to the Committee candidates qualified in library science (2, above) but not in teaching (1, above) for emergency appointment.
>
> 4) Such emergency appointments may be made with the understanding that employees involved will take the necessary steps to qualify for permanent appointment in the School Department. Librarians employed on this emergency basis shall be paid in accordance with wages currently prevailing in the Cambridge Public Library department for employees with their qualifications and experience, but in no case shall their salaries exceed the rate currently prevailing in the School Department. In addition, librarians employed on this emergency basis shall not be employed by the School Department for more than three consecutive years and shall not be recommended for tenure unless they satisfy in full the requirements for teachers set forth in the rules of the Committee.

Mr. Duehay moved that the Cambridge School Committee extend its sincere thanks to Educational Services Incorporated for again holding its summer school in the City of Cambridge. On motion by Mr. Solomons it was voted to amend the motion by adding "for another successful year". It was then voted to adopt the motion as amended "That the Cambridge School Committee extend its sincere thanks to Educational Services Incorporated for again holding its summer school in the City of Cambridge for another successful year."

On motion by Mrs. Ackermann it was voted that the Cambridge School Committee be registered for the Seventh Seminar for School Committeeman at Boston University School of Education at a cost of $30.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mrs. Ackermann it was voted that the chairman appoint an ad hoc Subcommittee of the School Committee to confer with members of the Mental Health Association and certain city officials on the request of the Mental Health Association for a financial relationship with the Cambridge School Committee.

In accordance with the foregoing motion the chairman appointed the following subcommittee:

Mrs. Barbara Ackermann, chairman
James F. Fitzgerald
Gustave M. Solomons

The chairman ordered placed on the 'calendar' as required by the rules a proposed amendment to the rules by Mr. McMahon that as the result of promotional examinations two lists shall be established, one list to contain only the names of successful candidates who are presently members of the professional staff of the Cambridge School Department; the other list to contain only the names of successful candidates who are not presently members of the professional staff of the Cambridge School Department.

On a point of information Mr. Olesen asked the chairman if the position of assistant coordinator in NDEA projects can be considered a "Major Position" under the rules of the School Committee. The chair ruled in the negative on the ground that the compensation is described as 'stipend'.

On motion by Mr. Solomons it was voted to convene in executive session.

EXECUTIVE SESSION

The Superintendent concurred in a recommendation by the Committee on Reimbursement that Louis N. Fougere, chairman of the elementary schools mathematics committee, be reimbursed in the sum of $86.25 for expenses incurred by reason of attending the Mathematics Institute at Exeter, N. H. on June 22-26. On motion by Mr. McMahon it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent announced that the firm of Merrill, Lynch, Pierce Fenner & Smith have offered to conduct a course on Investments at the High & Latin Evening School and that they would provide a trained instructor for this course. The Superintendent recommended that if a sufficient number of persons indicate their desire to attend such a course, that the course be approved. On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation.

The Superintendent recommended that John J. Sullivan, Master of the Thorndike School, be transferred to Master of the Harrington School. On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation.

Question came on the Civil Service list of persons eligible to fill six positions of permanent part-time junior clerk-typists. The Superintendent announced that it is now necessary to employ seven part-time junior clerk-typists. On motion by Mr. Fitzgerald it was voted on the following roll-call that the six persons named below, being the first six on the list who have signified their willingness to accept the position be appointed as recommended by the Superintendent (the seventh appointment being held in abeyance): Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Helene A. Horney
335 Huron Avenue
1 Griswold Street

Rita P. Murphy

Mary J. Gannon
32 Rice Street

Eva M. Doucette
20 Washburn Avenue

Evelyn B. Connor
368 Prospect Street

Mildred T. Casey
148 Larch Road

The Superintendent presented the following communication from Harvard University relative to the establishment of a center for research and development in education, and recommended that the Cambridge School Department consider participating in this center. Mrs. Ackermann moved adoption of the Superintendent's recommendation that the Cambridge School Department is interested in further discussion on the participation of the School Department with this Center. Mr. Solomons objected to action at this meeting and the chairman ordered the matter placed on the 'calendar' as required by the rules:

HARVARD UNIVERSITY
GRADUATE SCHOOL OF EDUCATION
Office of the Dean
Longfellow Hall, Appian Way
Cambridge, Massachusetts 02138

September 14, 1964

Mr. John Tobin
Superintendent
Cambridge Public Schools
Cambridge, Massachusetts

Dear Mr. Tobin:

The Graduate School of Education has for some time been planning the establishment of a center for research and development in education. A number of communities, including Boston, have joined with us in formulating these plans. We feel we should tell you of this center and its program; if Cambridge would like to be a part of it, we would welcome this decision.

The purposes of the proposed center are summarized by the attached abstract, which represents our thinking to date.

The objectives (as you will see from the abstract) are broad ones, and the work toward them will take many years indeed. Our plans, therefore, cover initially a ten-year period with support hoped for at $500,000 per year. We are optimistic that such support can be obtained in the near future.

This must be a cooperative enterprise. Our experience with research and development in Newton, Concord, and Lexington under the School and University Program for Research and Development (SUPRAD) has convinced us thoroughly of this. The proposed center is an expansion and, we hope, improvement of the SUPRAD idea. We expect at least five school systems to take part. Several faculties at Harvard, not just that of Education, and several other educational groups, will be involved. Each community and organization will be represented on the governing board and both schools and university will be on the steering committee of that board.

The obligation of each partner will be simple: the intention to consider educational problems jointly, and to cooperate when it seems appropriate in their solution. When money becomes available, it can be used to support research, to train personnel, and to help the schools make the best use of new findings. Each partner initially will agree to take the time necessary to talk and plan with the others; however, each separate project as it develops must be approved by the school committee or board of trustees of the schools or organizations in which it will take place. Proposals for projects may be made by any of the partners.

Agreement to join the center, then, is agreement to work in good faith; but, for obvious reasons, it obligates no one of the partners to undertake any particular program which it does not specifically endorse or in which it is not interested.

The center can make several things possible for each partner. Close and continuing contact will facilitate the pooling of information and experience.

Funds, we hope, will be available to support both school and university personnel to carry on research and to develop the means for it to affect practice in the schools. If we are wise and develop significant new programs, more top people in education may be interested in coming to work in the communities we represent. Most important, of course, is that through our labors we may be able to improve the education of children.

These, in outline, are our plans. If you or the School Committee desire more information, we will be glad to provide it. John Hersog, the proposed director of the center, will be happy to appear before the School Committee if the Committee feels this would be useful. If Cambridge would like to be part of the center, I hope you will let me know.

Sincerely yours,
Theodore R. Sizer

Abstract of a Proposal for A Research and Development Center in the Harvard Graduate School of Education

Objectives

We propose to conduct a long-term cooperative program of investigation into the wide range of psychological, social, cultural, ethnic, and other differences among individuals as they affect the learning process; to develop means by which schools can be more responsive to these differences and can use them for the benefit of the individuals they serve; and to translate this knowledge and these means more speedily into educational policy and practice.

Activities

The Center would:

perform basic and applied research on learning in relation to such factors as cognitive ability, personality development, motivation, self-concept, and social grouping in a variety of cultural, social, ethnic, and racial settings;

adapt, develop, and evaluate curricula, teaching methods and materials, guidance practices, school organization patterns, and training programs appropriate to diverse characteristics;

conduct planning studies which will enable educational and political leaders to anticipate and to provide better for the needs of growing, varied, and mobile populations;

disseminate the results of the above activities to all appropriate individuals and groups, using a variety of methods and media;

provide for constant feedback from, and interaction with, the schools and for systematic evaluation of the Center's activities.

Conforming to a motion that he report as to what plans he has to provide secretarial service for the Assistant Superintendents of Schools, the Superintendent recommended that Miss Catherine Sheehan, presently assigned to the Staff Council on Personnel Development and the Staff Examining Board, be reassigned to the two Assistant Superintendents and that the first person on the certified Civil Service list, Miss Irene V. DeMilia, 212 Walden Street, Cambridge, be appointed junior clerk-typist in the School Department and assigned to the work of the Staff Council on Personnel Development and the Staff Board of Examiners. On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald "Absent".

On motion by Mrs. Ackermann it was voted that the matter of a new running track for the Athletic Department be referred to the City Manager for review after consultation with the Director of Physical Education and Athletic Activities, the two track coaches and the Superintendent of Recreation, and report back to the School Committee without delay.

On motion by Mr. Solomons it was voted to reconvene in regular session.

On motion by Mr. Solomons it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;
ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, October 6, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Fitzgerald it was unanimously voted to suspend the rules for the purpose of hearing a report from Dr. Benjamin Sachs, Health Commissioner, in conformity with a motion adopted at the meeting of February 4, 1964 "That Dr. Sachs, Health Officer, be requested to have examined the teeth of all first, second and third grade pupils in the schools, using the same techniques and the same standards as were used by Dr. Sternfeld in 1959, and report his comparative findings to the School Committee": Dr. Sachs presented the following report and on motion by Mr. Fitzgerald it was voted to extend to Dr. Sachs the School Committee's appreciation for this report.

CITY OF CAMBRIDGE
MASSACHUSETTS
DEPARTMENT OF PUBLIC HEALTH
CITY HALL

September 29, 1964

The Cambridge Health Department is glad to report on dental examinations of a group of 7-year-old school children in the City of Cambridge as requested in your letter of February 4th, 1964.

The 1959 study revealed all the caries experience of the child. We were unable to compare the present findings with those in the study of 1959, bcause there was no separation into categories of baby and permanent teeth. We have, in accordance with state and national public health procedure, confined our study to the erupted permanent teeth of 7-year-old children and compared them with the erupted permanent teeth of Boston children. The one big important variable is that our children ingested fluoridated water for 3½ years prior to the time of this examination. Enclosed is the report of the study, showing a 40 per cent reduction in dental decay in this age group. I am sure you share with me the pleasure of knowing that our children have been spared some cavities and some toothaches because we were fluoridating our water supply.

Sincerely,

BENJAMIN SACHS, M.D., M.P.H.
Health Commissioner

REPORT TO CAMBRIDGE SCHOOL COMMITTEE ON DENTAL EXAMINATIONS OF 7-YEAR-OLD SCHOOL CHILDREN

The following is a summarized report of a dental survey conducted in 1964 on a group of 103 Cambridge children 7 years of age. This survey was suggested by the School Committee of the City of Cambridge, and was supported by the Bullock Dental Trust Fund. The purpose of this survey was to evaluate the effect the three and one-half years of fluoridation of the Cambridge

Water Supply had on the prevalence of dental caries in the potentially most responsive age group of the school population.

A control for comparative purposes was needed. It was necessary to establish the expected dental caries prevalence for children of this age level to whom fluoridated water had never been made available. The Forsyth Dental Center was able to provide this needed dental information. Their data on 137 Boston children 7 years of ago were compiled from examinations made a few months previous to the time of the Cambridge Survey. It now serves as a comparative control to the Cambridge examinations. To avoid subjective difference in the appraisal of the clinical signs of dental caries, the same dental examiner who had worked in the collection of the control data made the Cambridge examinations. Both groups of children had the same socio-economic background.

The children selected in Cambridge came from three public schools — the Fitzgerald, Morse and Longfellow Schools. Prerequisite for this survey was that the children were born in Cambridge between November, 1956 and November 1957, and that they had lived in Cambridge continuously since that time. Only permanent teeth were examined. Examinations were done by mirror and explorer — The American Dental Association, Type 3.

A table constructed from these examinations show the results of the survey. The number of erupted permanent teeth of the Cambridge children was, as expected, virtually identical to that of the Boston control group. The Cambridge children, however, had an average carious tooth history of 1.48 per child as compared to 2.46 per child in the control group, or approximately 40 per cent less dental caries experience.

These findings are statistically significant. National data on this subject indicate that dental caries suppression is detectable in the erupting dentition of children after a relatively short experience with fluoride bearing waters. The findings in Cambridge support this. The findings in Cambridge not only support this, but exceed the National data.

TABLE 1
Comparative Caries Experience
Boston-Cambridge 1963-64
Age Group 7 — as of nearest Birthday
As Shown by DMF Teeth Per Person
DMF Decayed, Missing or Filled

DMF	**Boston**		**Cambridge**	
Teeth	**Boys**	**Girls**	**Boys**	**Girls**
0	10	16	21	15
1	9	6	10	12
2	8	11	11	7
3	12	15	5	9
4	20	28	4	9
5	1	0	0	0
6	0	1	0	0
Totals	60	77	51	52
Average DMF =	2.43	2.48	1.24	1.71
Standard deviation =	1.52	1.59	1.28	1.47
Average DMF, both sexes	2.46		1.48	

September 1964

On motion by Mr. Fitzgerald it was unanimously voted to suspend the rules for the purpose of hearing the parents from the Russell School district on the following petition urging the School Committee to reconsider the matter of the consolidation of the seventh grades at the Russell School. Mr. David Wylie, president of the Russell School P.T.A. appeared for the petitioners and at the conclusion of the hearing it was voted that this petition be referred to the Superintendent for report at the next meeting:

September 29, 1964

Superintendent of the Cambridge Public Schools
Cambridge School Committee

Dear Mr. Tobin and Members of the School Committee:

Believing that the consolidation of the seventh grade classes at the Russell School will seriously compromise the quality of the education in that grade, the undersigned parents urge reconsideration of the action.

At the seventh grade level, anticipating entrance to high school, students will respond to a challenge to harness their best capacities to education. Small classes and, where possible, male teachers, provide such a challenge. As the school year opened these factors were favorable at Russell. However, the opportunity presented by the modest enrollment to provide increased personal attention and superior seventh grade education was neglected and instead the temptation was grasped to save money on teacher salaries. The ceaseless tug toward dilution and erosion of educational standards in public education was succumbed to.

As private citizens and laymen we have the highest respect for the judgment of the educational experts of the school department in matters of educational policy. However, as parents, voters and taxpayers we insist that our elected school committee and our civil servants seize every opportunity to improve and upgrade the schools, while resisting every temptation to compromise on quality. A stable school population, and localized enrollment decreases, have been cited by some persons as a reason for not continuing to modernize Cambridge's school buildings, and now we find school classes doubled in size on the same grounds. We think rather that a stable school population should be seized upon as a golden opportunity to raise the standards of our schools. If burgeoning suburbs can provide increasingly better education surely Cambridge can do so with a stable school enrollment.

At Russell School we are particularly sensitive to the tendency in the public schools, especially in the higher elementary grades, to lose students to private schools. This harms the remaining students and the teachers, who forfeit stimulating classmates and pupils, as well as the city as a whole, which suffers when an important segment of the population becomes disinterested in public education, any city's most important civic function. We think Cambridge should gladly compete with private schools and other public school systems, and attempt to provide the best public education in greater Boston. Cambridge's children, its teachers and masters, its citizenry, the educational resources of neighboring universities, and its tax base (highest assessed valuation per pupil of all of the Commonwealth's 39 cities) combine to provide the raw material for a truly superior system of public education.

In addition to the advantages of small classes, the two seventh grade classes at Russell permitted a degree of departmentalization. In the view of many educators, the trend should be toward greater departmentalization beginning in that grade. We should like to know whether the remaining seventh and eighth grade teachers could work as a team to develop specialties among themselves and each spread their talents among both grades.

In any event, it should prove possible to maintain the total teacher complement at Russell, and the present favorable pupil-teacher ratio (an important figure to parents as the best simple test of a school's quality) by employing a science teacher for Russell. Other Cambridge schools now have science teachers, and since we understand that science equipment has been budgeted for Russell, this appears to be the logical time to acquire the teacher. Even if delivery of the equipment is delayed, a representative of Educational Services, Inc. described at our Science Night last year simple equipment which can be constructed by woodworking classes.

Lack of existing space was cited last year in connection with the PTA's request for both science facilities and a library. During such time as Russell has only one seventh grade class that problem is solved, and we urge temporary installation of science facilities, and bookshelves and books. When the room is used once more for a regular classroom, the shelves can be spread among the classrooms until eventual permanent solution of Russell's space and obsolescence problems is accomplished.

Lastly, in the event that the present semester must be completed with one teacher we urge that an additional teacher be secured for the second semester and that in any event policy be created *now* that next year's eighth grade class at Russell not be twice losers in a number's game created for the sake of convenience and economy. A plan should now be established which will secure for that crucial grade the best education possible.

Please understand that we are supporters of the Cambridge public schools and that we think they are good schools of growing stature. We pledge wholehearted support for every effort which the city makes on behalf of any or all of the public schools.

Sincerely,
Russell School PTA Executive Board
MRS. JAMES F. MAHAN

PARENTS OF CHILDREN IN THE SEVENTH GRADE
AT RUSSELL SCHOOL

Having filed the proper notice required by the rules, Mr. Olesen moved reconsideration of the vote taken at the regular meeting of September 15, 1964, adopting the motion "That John J. Sullivan, Master of the Thorndike School, be transferred to Master of the Harrington School, effective September 16, 1964." A motion by Mr. Olesen to refer the 'motion to reconsider' to executive session failed of adoption on the following roll-call: Mr. Olesen and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay". It was then voted NOT to adopt Mr. Olesen's motion to reconsider the vote transferring John J. Sullivan from Master of the Thorndike School to Master of the Harrington School.

Having filed the proper notice required by the rules, Mr. Olesen moved to reconsider the vote adopting the motion "That the present rule relating to the Superintendent's rating of candidates be rescinded and the rules be amended by inserting in place thereof the following rule: 'The Superintendent's dated rating of candidates shall be filed with the secretary of the School Committee in a sealed envelope and that a copy of these ratings be forwarded at the same time in a sealed envelope to the Board of Examiners and marked 'not to be opened until all candidates have been notified in writing of their mark in the written examination'." On the following roll-call it was voted to reconsider the foregoing motion: Mrs. Ackermann, Mr. McMahon, Mr. Olesen and Mayor Crane voting "Yea"; Mr. Duehay, Mr. Fitzgerald and Mr. Solomons voting "Nay". On the recurring question it was voted to adopt a motion by Mr. Olesen, that the matter be referred to the Superintendent for further report.

Question came on adoption of the minutes of the previous meeting.

Mr. Duehay called attention to the fact that in presenting his proposed amendment to the rules relating to qualifications for the position of Guidance Counselor the secretary inadvertently copied the qualifications for the position of Assistant Director of Guidance from the Superintendent's report and it was unanimously agreed to correct the records by inserting the following qualifications for the position of Guidance Counselor:

"Proposed amendment to the rules, presented by Mr. Duehay, to adopt the Superintendent's recommendations as contained in a report from the Superintendent that the following shall be the qualifications for the position of Guidance Counselor:

> Minimum Professional Preparation required for applicants for the position of Guidance Counselor in the elementary and in the secondary schools of Cambridge:

1. A Master's Degree in Guidance Counseling from an accredited institution.
2. Certification as a Guidance Counselor by the State Department of Education.
3. A minimum of 2 semester hours credit from an accredited institution in each of the following areas:
    a. Supervised Guidance Counseling Experiences.
    b. Counseling Theory and Procedure.
    c. Tests and Measurements.
    d. Occupational Information.
    e. Developmental and Educational Psychology.
4. In addition it would be desirable for the candidate to have —
    a. Two years of successful full-time work as a teacher or as a guidance counselor;
    b. At least two semester hours credit from an accredited institution in these areas:
        (1) Group theory and practices
        (2) Legal and professional ethics
    c. A broad background in the natural and physical sciences, the behavioral sciences and the humanities.
    d. An understanding of school curriculum and the psychological and sociological climate of in-school learning.

References:

1. Statement of Policy for Secondary School Counselors and Guidelines for Implementation of the American School Counselor Association Statement of Policy for Secondary School Counselors. American School Counselor Association: A Division of the American Personnel and Guidance Association 1964.
2. The Personnel and Guidance Journal of the American Personnel and Guidance Association June 1964 pg. 1061.

5. Guidance Program Handbook, Mass. State Dept. of Education, 1962.

On motion by Mr. Solomons it was voted to adopt the minutes of the meeting of September 15, 1964 as corrected.

On motion by Mr. Olesen it was voted to spread on the minutes a report from the U. S. Department of Health, Education and Welfare that the amount certified for payment to the Cambridge School Department under PL874 was $89,110.79; that the amount certified for prior payment was $84,802.00 and the balance certified for current payment is $4,308.00.

On motion by Mr. Solomons it was voted to make part of the minutes the following communication relating to the Summer Science School:

> Cambridge School Committee September 20, 1964
> Cambridge, Mass.
>
> Gentlemen:
>
> We wish to express to you our appreciation for the challenging and rewarding experience offered our daughter Julia through her inclusion in the kindergarten group of the science program at the Morse School last summer. Our lives — as well as hers — were enriched by the exciting materials and techniques and by the thoughtful relationships established with the teachers, Miss Hutchinson and Miss Block; for Julia's enthusiasm spilled over at home in many creative ways.
>
> In addition to saying "thank you" we want to let you know that we hope both that this fruitful cooperative venture will be continued and that it can be expanded to include many more children in future summers.
>
> Gratefully,
> Mr. & Mrs. Richard Langlinricks

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent reported the marriage of Maureen R. O'Connell, teacher at the M. E. Fitzgerald School, to John L. Palmer and that her name will now appear on our records as Maureen R. Palmer.

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that the following persons be approved for positions of evening school teachers:

John J. O'Brien
Beatrice M. Allen
Barbara Bachman
Ruth Bernstein
Ruth M. Broderick
Benjamin J. Cohen
Jean Crowley
Huldah Currie
William J. Doran
John H. Graham
Joan Harwitt
Joanne E. Leary
Robert A. Leary
Thomas H. Leary, Jr.
Angelina Linardy
Clare S. Mann
Barbara McKelleget
Leonard C. McGrath
George C. Mokaba
Edward J. Murphy
Patricia M. Murphy
Mary Rogers
Jean A. Robinson
Mary Tramontozzi
Roger F. O'Sullivan
Arthur W. Botelho
Joseph U. Bourdeau
John Caulfield
Edward J. Conrad
Michael A. Corveno
John D. Creedon
Paul F. Dawson
William J. Dynan
Thomas H. Egan
Warren G. Ferzoco
James M. Fitzgerald
Walter J. Jason
Francis L. Jones
Martin L. Tierney
Joseph A. Sullivan
John T. Fitzgerald
Mary E. Fitzgerald
Hildegarde K. Gilfix
Joseph A. Keefe
John G. Kilpatrick, Jr.
Rose E. Kushner
Mrs. Dorothy Lesser
Paul F. Mahoney
Loretto G. Morris
John G. O'Keefe

On motion by Mr. Olesen it was voted to refer to executive session the Superintendent's recommendation that the following transfer of teachers be approved:

Name of Teacher	From	To	Rank	Effective
Margaret M. Lovett	Harrington	Peabody	Teacher, Kndg.	Sept. 14, 1964
George C. Mokaba	Fletcher	Harrington	Teacher (A.T.)	Sept. 14, 1964
John W. Reilly	Fletcher	Harrington	Teacher (A.T.)	Sept. 14, 1964
Mary F. Wadden	Fletcher	Harrington	Teacher (A.T.)	Sept. 14, 1964
Paula A. Falloni	Longfellow	Fletcher	Teacher, Gr. 4	Sept. 28, 1964
Constance T. Barry	A. Lincoln	Fletcher	Teacher (R.R.)	Sept. 28, 1964
Peter Nelligan	Russell	A. Lincoln	Teacher, Gr. 6	Sept. 28, 1964

The Superintendent announced that the reception for new teachers would be held on Thursday, October 8, at 7:30 p.m. at the Peabody School.

The Superintendent extended an invitation to the members to participate in School and Commerce Day on Thursday, October 22 at the High & Latin School.

On motion by Mr. Olesen it was voted to make part of the records the following communication from the Division of Youth Service:

Commonwealth of Massachusetts
Division of Youth Service

September 23, 1964

John M. Tobin
Superintendent of Schools
Cambridge, Mass.

Dear Mr. Tobin:

Provisional approval is hereby given, under General Laws, Chapter 71, Sec. 46G, for the employment by the Cambridge School Committee of Mr. Edward A. O'Keefe as School Adjustment Counselor.

Inasmuch as the final standards have not been fully established, all of these approvals are being made on a provisional basis.

Very truly yours,

JOHN D. COUGHLAN, Director
OWEN KIERNAN, Commissioner of Education

The chairman ordered laid on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY HOLD, RINEHART, & WINSTON, INC.
Modern Health, 1963 edition by Otto, Julian & Tether

On motion by Mr. Olesen it was voted to adopt the Superintendent's recommendation to refer to the Committee on Buildings & Grounds a communication from the Civil Defense Agency advising that the Federal Government has offered a 200-bed emergency hospital and requesting permission to use the Harrington School as the hospital site if and when needed.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that the students of the Cambridge public schools be granted permission to participate on a voluntary basis in the 28th Annual School Press Project sponsored by the Cambridge and National Tuberculosis and Health Association and the Columbia Scholastic Press.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

It was voted to adopt a motion by Mr. Duehay presented at the meeting of September 15, 1964 "That the Major Recommendations of the Superintendent as contained in "Superintendent's Report on Pupil Services, 1964" as shown on Page 5 of said report, one through eight, be acted on separately. It was unanimously agreed to withhold action on this motion until matters on the 'calendar' have been disposed of.

On motion by Mr. Duehay it was voted to lay on the table the following proposed amendment presented by Mr. Duehay at the meeting of September 15, 1964:

"Proposed amendment to the rules, presented by Mr. Duehay, to adopt the Superintendent's recommendations as contained in a report from the Superintendent that the following shall be the qualifications for the position of Guidance Counselor:

Minimum Professional Preparation required for applicants for the position of Guidance Counselor in the elementary and in the secondary schools of Cambridge:

1. A Master's Degree in Guidance Counseling from an accredited institution.
2. Certification as a Guidance Counselor by the State Department of Education.
3. A minimum of 2 semester hours credit from an accredited institution in each of the following.
    a. Supervised Guidance Counseling Experiences.
    b. Counseling Theory and Procedure.
    c. Tests and Measurements.
    d. Occupational Information.
    e. Developmental and Educational Psychology
4. In addition it would be desirable for the candidate to have —
    a. Two years of successful full-time work as a teacher or as a guidance counselor:
    b. At least two semester hours credit from an accredited institution in these areas:
        (1) Group theory and practices
        (2) Legal and professional ethics
    c. A broad background in the natural and physical sciences, the behavioral sciences and the humanities.
    d. An understanding of school curriculum and the psychological and sociological climate of in-school learning.

References:

1. Statement of Policy for Secondary School Counselors and Guidelines for Implementation of the American School Counselor Association Statement of Policy for Secondary School Counselors. American School Counselor Association: A Division of the American Personnel and Guidance Association 1964.
2. The Personnel and Guidance Journal of the American Personnel and Guidance Association, June 1964, pg. 1061.
3. Guidance Program Handbook, Mass. State Dept. of Education, 1962.

On motion by Mr. Duehay it was voted to adopt the following proposed amendment to the rules relative to procedures to govern the qualifications and appointment of librarians, as presented at the meeting of September 15, 1964:

> "The following procedures shall govern the qualifications and appointment of librarians:
>
> 1) Applicants for the position of Librarian must qualify, be rated and be recommended to the School Committee by the Board of Examiners in the same manner as are all other teachers and will be compensated at the same rate.
>
> 2) In addition, applicants must possess a Bachelor's or Master's Degree in library science from an accredited college or university.
>
> 3) In the event that, after intensive recruiting, in the judgment of the Superintendent of Schools, enough librarians so qualified to fill existing positions cannot be found to recommend to the School Committee, the Board of Examiners may rate and recommend to the Committee, candidates qualified in library science (2, above) but not in teaching (1, above) for emergency appointment.
>
> 4) Such emergency appointments may be made with the understanding that employees involved will take the necessary steps to qualify for permanent appointment in the School Department. Librarians employed on this emergency basis shall be paid in accordance with wages currently prevailing in the Cambridge Public Library department for employees with their qualifications and experience, but in no case shall their salaries exceed the rate currently prevailing in the School Department. In addition, librarians employed on this emergency basis shall not be employed by the School Department for more than three consecutive years and shall not be recommended for tenure unless they satisfy in full the requirements for teachers set forth in the rules of the Committee."

Question came on a proposed amendment to the rules presented by Mr. McMahon at the meeting of September 15, 1964 "That as a result of promotional examinations, two lists shall be established, one list to contain only the names of successful candidates who are presently members of the professional staff of the Cambridge School Department; the other list to contain only the names of successful candidates who are not presently members of the professional staff of the Cambridge School Department." On the following roll-call the proposed amendment to the rules failed of adoption: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay".

Question came on a motion by Mrs. Ackermann, presented at the meeting of September 15, 1964 "To adopt the Superintendent's recommendation that the Cambridge School Department is interested in further discussion on the participation of the Cambridge School Department with the center for research and development in education." Dr. Vincent Conroy from the Harvard Graduate School of Education appeared and discussed the communication in detail. Mrs. Ackermann was granted unanimous consent to withdraw her motion. Mrs. Ackermann then moved that the Cambridge School Department shall participate with the Center for Research and Development in Education in the manner outlined in the communication from Harvard University (spread, in its entirety, in the minutes of September 15, 1964) to the Superintendent of Schools under date of September 14, 1964. A motion by Mr. Olesen to amend this motion by adding "upon receipt of written communication from Harvard University assuring the Cambridge School Department of no financial obligation" failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". On the following roll-call it was then voted to adopt Mrs. Ackermann's motion "that the Cambridge School Department shall participate with the Center for Research and Development in Education in the manner outlined in the communication from Harvard University to the Superintendent of Schools under date of September 14, 1964, and spread in its entirety in the minutes of the meeting of September 15, 1964": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay".

Question then came on the motion adopted previously that the Major Recommendations of the Superintendent as contained in "Superintendent's Report on Pupil Services, 1964" as shown on Page 5 of said report, one through eight, be acted on separately.

Major Recommendations of the Superintendent:

No. 1 Creation of the position of Assistant Director of Pupil Services assigned to guidance in elementary, secondary and vocational schools.

Mrs. Ackermann moved to amend the foregoing recommendation (No. 1) by striking out the word "Assistant" so that the recommendation will read "Creation of the position of Director of Guidance for the elementary, secondary and vocational schools" and, further, that to the qualifications recommended by the Superintendent shall be added "and preferably at least two years of some kind of administrative experience". Mr. McMahon objected to action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

No. 2. Search for well qualified person through college placement bureaus, state departments of education advertisements in professional journals and local staff.

On motion by Mr. Duehay it was voted to refer the foregoing recommendation back to the Superintendent for detailed explanation of how the position will be filled, said report to be presented at the next meeting.

No. 3. Selection committee for screening Guidance Counselor applicants composed of the Assistant Superintendents, headmasters, director of pupil services.

On motion by Mr. Solomons it was voted that the foregoing recommendation be referred to the Superintendent for further report.

No. 4. Additional counselors at the secondary level necessary for 400-1.

Mrs. Ackermann moved to substitute for the foregoing recommendation, the following: That the Superintendent be empowered to hire additional counselors at the secondary level necessary to achieve a ratio of 400-1 at the established teacher salary. Mr. Olesen moved to amend Mrs. Ackermann's motion by adding "additional counselors at secondary level and Grades 7 and 8, necessary to achieve a ratio not to exceed 400-1 be employees at the established teacher salary". On the following roll-call it was voted to adopt Mr. Olesen's amendment: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". A motion to amend the amendment by striking out the words "at the established teacher salary" failed of adoption. It was then voted to adopt the motion as amended and reading in its entirety as follows: "That the Superintendent be empowered to hire additional counselors at the secondary level and Grades 7 and 8, necessary to achieve a ratio not to exceed 400-1 at the established teacher salary."

No. 5. Additional counselors necessary for expansion of the pilot program (in grades 7 and 8 at the Fletcher, Houghton, Roberts and Webster) to all schools.

On motion by Mr. Olesen it was voted to adopt the foregoing recommendation.

No. 6. Screening committee should be augmented by the assistant director of Pupil Services and headmasters or master for counseling positions.

On motion by Mr. Duehay it was voted that the foregoing recommendation, which related to Recommendation No. 3, be referred to the Superintendent for further report.

No. 7. Provision for counseling of special class and vocational school pupils.

Mr. Duehay moved adoption of the foregoing recommendation. Mr. Olesen objected to action and the chairman ordered the motion placed on the 'calendar' as required by the rules.

No. 8. Two guidance workshops conducted by outside consultants:

1. 1st semester — For all personnel on the ratio salary schedule.
2. 2nd semester — For all seventh and eighth grade teachers.

Mr. Duehay moved adoption of the foregoing recommendation. Mr. Olesen moved to amend by adding in *1. 1st semester* — "and all personnel on the high school level; and by adding in *2. 2nd semester* — "and all elementary teachers" and by further adding "on a voluntary basis in both" 1. 1st semester" and "2. 2nd semester". On the following roll-call Mr. Olesen's amendment failed of adoption: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". A proposed amendment by Mr. Olesen to add at the end of *2. 2nd semester* after the words "seventh and eighth grade teachers" the words "On a voluntary basis" failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". It was then voted to adopt Mr. Duehay's motion that Major Recommendation No. 8 be adopted as set forth in the Superintendent's report.

Tabled Matters:

On motion by Mrs. Ackermann it was voted to take from the table the Superintendent's recommendation that Mrs. Liberty Winters, librarian at the Cambridge Public Library, be appointed librarian for the Longfellow-Agassiz District at a stipend of $5,100.00 per year. On motion by Mr. Duehay it was voted to amend the recommendation by striking out the words "$5,100.00 per year" and substituting therefore the words "at the stipend established under the rules for this position". On the following roll-call it was then voted to adopt the Superintendent's recommendation, as amended, that Mrs. Liberty Winters, librarian at the Cambridge Public Library, be appointed librarian for the Longfellow-Agassiz District at the stipend established under the rules for this position: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Awaiting Report:

The Superintendent presented his reports on expanding the library program into all elementary schools as fast as feasible and for expanding the science program into all elementary schools as fast as feasible and on motion by Mrs. Ackermann it was voted that these reports, as set forth in detail below, be placed on the 'calendar':

Office of The
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138

John M. Tobin, Superintendent

October 6, 1964

— IN SCHOOL COMMITTEE —

> In School Committee — May 19, 1964 — ORDERED: That the Superintendent inform the School Committee by next October as to his plans for expanding the library program into all elementary schools as fast as feasible — listing the number of new staff members to be hired each year, the amount to be spent on books, and the reasons for and against having a full-time executive in charge of this program.

As requested in the above ORDER I am submitting the following report to outline the plans for extending the library program in the elementary schools.

A brief review of our present status is necessary.

In each of our four new schools and in the proposed Haggerty extension provision has been made for a school library. In the Fitzgerald and the Harrington Schools the requirement is met by using the attached branch of the public library. At the Peabody School a school library is well organized and in operation. The conference-library room at the Morse School has necessarily been used as a classroom since the new school opened. It will continue as a classroom.

A classroom at the Longfellow School has been furnished for use as a school library. The Agassiz is being similarly equipped.

At the elementary level we presently have only one librarian and he has been assigned to the Peabody School. Every source has been checked for additional personnel who meet our requirements. The search is continuing.

It is my intent to include in the budget each year money to equip one additional school and to provide the basic books.

As the coverage increases it is the plan to have one librarian responsible for more than one library. Assistants to perform the routine duties will be provided by organizing a system similar to that which has been operating in Lexington.

Parents, preferably through the PTA, will be asked to volunteer time each week to serve as librarian-aides.

Thus the fully qualified school librarian, a classification which is in short supply, will devote his time to the organization of new libraries, the selection of books and the orientation of classroom teachers and pupils.

Ultimately I would expect that we would require a total of five to staff school libraries in all of our elementary schools.

The question of whether a director or co-ordinator would be in charge of the program will be discussed in a separate report.

JOHN M. TOBIN
Superintendent of Schools

Office of The
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138

John M. Tobin, Superintendent

October 6, 1964

— IN SCHOOL COMMITTEE —

> In School Committee — May 19, 1964 — ORDERED: That the Superintendent inform the School Committee by next October as to his plans for expanding the science program into all elementary schools as fast as feasible — listing the number of new staff members to be hired each year, the amount to be spent on new equipment, and the reasons for and against having a full-time executive in charge of this program.

In compliance with the above Order I am submitting the following report relative to plans for expanding the science program into all elementary schools.

A brief review of our present situation is of first concern.

In each of the four new schools — Fitzgerald, Harrington, Morse and Peabody a science room was included and is presently in use as such in all but the Morse School. In the latter shortage of classrooms has made this room available for science only with the seventh and eighth grade pupils. The addition to the Haggerty School will provide a fully equipped science room.

In keeping with the program of converting classrooms in the other schools to science rooms as space becomes available we have:

a. Completed a room at the Longfellow School.

b. Have initiated estimates for costs of utilities installation in the Agassiz, Houghton, Russell, Thorndike and Webster Schools.

c. Plan to include as an item in next year's budget money for installation of science rooms in the remaining schools where space is available.

Portable science demonstration tables are presently available in all of our elementary schools which do not have science rooms. Under NDEA funds a total of over $8,000.00 worth of equipment has been distributed over the last three years. An additional $3,000.00 has been approved and is being distributed to all elementary schools.

In all these projects NDEA funds have been employed to the extent possible.

In the area of personnel we have full-time science teachers at the Fitzgerald, Harrington, Longfellow and Peabody Schools. A full-time science teacher divides his time between the Morse and the Webster Schools.

The personnel from the Children's Museum staff at the Longfellow School arrange annual visits for classes to the Science Museum and assist classroom teachers at the fourth and fifth grade levels with weekly visits.

Under the joint sponsorship of the Cambridge School Committee and the Educational Services, Inc. fifteen of our classroom teachers have been attending a summer workshop at the Morse School. This will provide us with additional resource personnel with training in some of the newer techniques in the teaching of science.

Revision of the elementary science curriculum has been completed by a group of our teachers and completed copies have been distributed to all classroom teachers.

It is proposed that full-time science teachers be employed for each of our elementary schools as rooms are completed and as qualified personnel become available. For the schools with small enrollments, one teacher will divide his time between two schools.

I have been anxious for some time to improve the co-ordination between the elementary and the high schools in the area of science and in all the basic subjects.

The recommendations to effect this will be submitted in a separate report.

JOHN M. TOBIN
Superintendent of Schools

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the recommendation of the Director of Athletics that the medical bills listed on the enclosed report be paid from funds in the School Athletic Fund: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

CAMBRIDGE PUBLIC SCHOOLS
Office of
DIRECTOR OF PHYSICAL EDUCATION
89 Elm Street
Cambridge, Massachusetts 02138
Joseph A. Kozlowsky, Director

September 15, 1964

Mr. John M. Tobin
Superintendent of Schools
Cambridge, Mass.

Dear Mr. Tobin:

The following medical bills, in connection with athletic injuries, are outstanding. After careful investigation I have determined that there is no insurance coverage in these cases and I, therefore, recommend payment of these bills from the High Schools Athletic Fund:

Dr. James P. Toyias, for Paul Barry, dental injury, baseball at High & Latin School —	$ 81.00
Dr. Wm. Lanigan, for Frederick Renna	285.00
Dr. Francis Callahan, for Frederick Renna	40.00
Cambridge City Hospital	236.55
	*$561.55

*Football injury at High & Latin School. Fractured Humerus requiring two operations.

Dr. Henry E. Snell, for James Squires, dental injury, football at Rindge Technical	77.00
Dr. John Bichajian, for John Fialkowski, dental injury, football at Rindge Technical	75.00

Very truly yours,

JOSEPH A. KOZLOWSKY
Director

On motion by Mr. Fitzgerald it was voted on the following roll-call to convene in executive session: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Olesen, and Mr. Solomons voting "Nay".

EXECUTIVE SESSION

Conforming to an order that they review the salary status of Mrs. Elizabeth H. Palmer, teacher at the Peabody School, the Staff Council on Personnel Development presented a detailed report in this matter and recommended that Mrs. Palmer's salary continue at its present level. On motion by Mr. Fitzgerald it was voted that this matter be placed on the table and copies of the report sent to each member.

It was voted to request civil service for a list of persons eligible to fill one position of part-time permanent junior clerk-typist in the School Department.

The chairman ordered placed on the 'calendar' as required by the rules, a proposed amendment to the rules presented by Mrs. Ackermann "that Chap. X, Sec. entitled "Non-resident Pupils" be amended by adding "except that any non-resident student taking less than a full course shall pay, for every course worth ten credits or less, $100.00 at Cambridge High & Latin School and $125.00 at Rindge Technical School."

The chairman ordered placed on the 'calendar' as required by the rules the Superintendent's recommendation that the appointment of Warren G. Ferzoco as a teacher at Rindge Technical School be confirmed, the original appointment having been conditioned on Mr. Ferzoco taking and passing the National Teacher Examination, said condition having now been fulfilled.

The chairman ordered placed on the 'calendar' as required by the rules the Superintendent's recommendation that the appointment of John J. Walsh as a teacher at High & Latin School, be confirmed, the original appointment having been conditioned on Mr. Walsh taking and passing the National Teacher Examination, said condition having now been fulfilled.

The Superintendent reported that John M. Moriarty, Master's Assistant at the Boys Vocational School will attain age 70 years on January 9, 1965 and requesting permission to continue in his present position until the end of the school year in June, 1965. The Superintendent recommended that the Mass. Teacher's Retirement Board be requestd for permission as requested and on motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation.

On motion by Mr. McMahon it was voted on the following roll-call to adopt a recommendation by the Director of Athletics, concurred in by the Superintendent, that Mrs. Clare Smith Mann, a substitute teacher, be assigned to fill a vacancy of Girls' Lockeroom Attendant at the War Memorial pool at a stipend of $6.00 per afternoon: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent recommended that the stipend for members of the Board of Examiners for the position of Headmaster of High & Latin School be set at $250.00 per examiner. Mr. McMahon moved adoption of the Superintendent's recommendation. Mr. Olesen moved to amend by adding that the stipend for members of the Board of Examiners for the position of Elementary Master be increased to $250.00. On the following roll-call Mr. Olesen's amendment failed of adoption: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". On the following roll-call it was then voted to adopt the Superintendent's recommendation that the stipend for members of the Board of Examiners for the position of Headmaster of High & Latin School be set at $250.00 per examiner: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On motion by Mr. Duehay it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of moving reconsideration of the vote adopting the motion "That the Cambridge School Department shall participate with the Center for Research and Development in Education in the manner outlined in the communication from Harvard University to the Superintendent of Schools under date of September 14, 1964". A motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

The Superintendent reported that Christine M. Gibson of the Harvard Graduate School of Education, has agreed to conduct a special remedial reading class at the Roberts School at a cost not to exceed $80.00 per week. The Superintendent recommended that approval of this class for this year only and on motion by Mr. McMahon it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald "Absent".

The Superintendent recommended approval of an adjustment class at the Webster School under the provisions of the Acts of 1960, Chap. 750 and GL Chap. 71, Sec. 46H & I. On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation.

The Superintendent recommended that Katherine F. Beaver, teacher at the High & Latin School be granted leave of absence without stipend for the school year September, 1965 through June, 1966, for the purpose of accepting a position to teach overseas. On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation and to extend the committee's best wishes for success in her venture.

Question came on the Superintendent's recommendation relative to transfer of teachers. Mr. Olesen objected to action on these transfers at this time and the chairman ordered the matter placed on the "calendar".

It was voted to convene in regular session.

On motion by Mr. Duehay it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, October 20, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Vice-Chairman Solomons in the chair during the temporary absence of Mayor Crane.

Having filed the proper notice required by the rules, Mr. McMahon moved reconsideration of the negative vote on the motion "That as the result of promotional examinations, two lists shall be established, one list to contain only the names of successful candidates who are presently members of the professional staff of the Cambridge School Department; the other list to contain only the names of successful candidates who are not presently members of the professional staff of the Cambridge School Department." On the following roll-call the motion "to reconsider" failed of adoption: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay and Vice-Chairman Solomons voting "Nay"; Mayor Crane "Absent".

Question came on the acceptance of the minutes of the last meeting. Mrs. Ackermann asked and received unanimous consent to correct the minutes by deleting from a proposed amendment to No. 1 of the Major Recommendations of the Superintendent, the words "by striking out the word 'Assistant' " so that the recommendation will read "Creation of the position of Director of Guidance for the elementary, secondary and vocational schools". Mr. Fitzgerald moved to accept the minutes of the meeting of October 6, 1964 as corrected. On a point of information Mr. Olesen asked the chair to rule on the legality of a motion in the minutes of the meeting of October 6, 1964 to adopt a recommendation of the Superintendent that the members of the Board of Examiners for the position of Headmaster of High & Latin School receive $250.00 each whereas our rules state they shall receive $200.00 each and this rule was not suspended or amended. Mr. Fitzgerald raised a point of order that this discussion is not germain to the motion and any questions should have been raised at the last meeting at the time the recommendation was adopted and the only matter before the committee is the motion to "Accept the minutes of the meeting of October 6, 1964 as corrected". The chair stated Mr. Fitzgerald's point of order was well taken. A motion for the previous question having been adopted it was then voted to adopt Mr. Fitzgerald's motion "That the minutes of the meeting of October 6, 1964 be accepted as corrected".

Mayor Crane in the chair.

There being no objection the chairman ordered placed on file a communication from the Boston University School of Education relative to the School Committee Seminar being conducted by the Boston University School of Education for which the Cambridge School Committee has been enrolled.

A communications was received from John P. McHugh, Senior Custodian at Rindge Technical School, stating that he attained age 70 and therefore submitted his resignation in accordance with the requirements of the Mass. Retirement Act. On motion by Mr. Solomons it was voted to accept the resignation with regret and to express to Mr. McHugh the committee's sincere appreciation for his long years of faithful and efficient service.

A communication was received from the City Manager, attaching communications from M. A. Dyer Company, architects for the new addition to the M. E. Fitzgerald School and from M. Spinelli & Sons Co., contractor for this new addition, and advising the School Committee that subject to punch list items, the school is ready for occupancy at this time. It was unanimously agreed to hold a special meeting of the School Committee at the M. E. Fitzgerald School on Tuesday, October 27, 1964, for the purpose of considering and acting on the matter of accepting the new addition to the M. E. Fitzgerald School.

The following communication was received from the City Manager relative to a new running track for the athletic department:

October 20, 1964

Hon. Edward A. Crane
Chairman
Cambridge School Committees
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mayor Crane:

Pursuant to School Committee order of September 15, 1964, I herewith transmit plan of a proposed track as drawn up by an ad hoc track committee composed of:

Mr.. Joseph Kozlowsky, Director of Physical Education;
Mr. William Reagan, Track Coach, Rindge Technical School;
Mr. Joseph McDavitt, Assistant Track Coach;
Mr. Ralph J. Dunphy, Commissioner of Public Works;
Mr. William J. Cleary, Superintendent of Recreation;
Mr. Edward Smith, City Engineer; and
Mr. John J. Curry, City Manager.

This Committee had three meetings out of which evolved the present track plan. The land to be used for the track is on Concord Avenue adjacent to the Armory. This is to be a permanent track.

I understand that $12,000. has been set aside in the Special Athletic Fund of the School Department for this purpose.

If this plan is agreeable to the School Committee I will ask Mr. Dunphy and Mr. Smith to draw up the specifications in accordance with the plan.

Yours very truly,
JOHN J. CURRY
City Manager

On motion by Mr. Olesen it was voted on the following roll-call that the plans for the proposed new running track, as presented by the City Manager, be approved and adopted; and, further, that the City Manager be requested to proceed with the erection of this track without delay, cost of same to be charged to the School Athletic Fund: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mrs. Ackermann it was voted to refer to the Superintendent with power a communication from the Council for Greater Boston Camp Fire Girls relative to organizing groups of Blue Birds and Camp Fire Girls in various parts of Cambridge.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that the following persons be approved as teachers in the evening schools:

William J. Coughlan
John F. Burke
Edna M. Callis
Janet M. DeRonde
Genevieve Dellagana
Frances A. Donagher
Anna M. English
Janet H. Hopf
Ardith D. B. Kerst
Isabelle Mazmanian
William A. Mastroianni
Nancy M. McMahon
Mary M. Noonan
Janet B. Rife
Mary Santoro
Julia A. Twomey
Helen E. Danc
Alfred L. Nardini
John J. Garchia
Frederick Clews
Gaby Schultz
John Clews
Angelo J. Kaltsos
Justin P. McCarthy
Clyde McKabo
Joseph Martignetti
Sol Miller
Russell W. Shea
Arthur J. Marchand
Jesse Simas

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that students of the Cambridge public schools be granted permission to participate, on a voluntary basis, in the annual Christmas Seal Campaign conducted by the Cambridge Tuberculosis & Health Association.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that the sixth grades of the Cambridge public schools be granted permission to participate in the Cambridge Junior Fire Marshall Plan.

On motion by Mr. Fitzgerald it was voted to accept the resignation of Mrs. Ann Marie (Sullivan) Murphy, teacher at the Thorndike School, effective September 1, 1964.

The Superintendent announced the marriage of Linda M. Maloney, teacher at the Houghton School, to Jay J. Mahoney, and her name will now appear on our records as Linda M. Mahoney; that Margaret T. O'Connor, teacher in the Webster School was married to Robert C. Oldfield and her name will now appear on our records as Margaret T. Oldfield.

The Superintendent reported that the 1964 Youth Conference on the Atom will be held November 5 through 7, 1964 at the Sheraton-Chicago Hotel in Chicago. As has been its custom the Cambridge Electric Light Company will be host for two of our pupils who are chosen on the basis of scientific achievement and ability from the Junior Class at each high school. This year Nathaniel Spiller will represent High & Latin School and Carlos Soares will represent Rindge Technical School. Each was chosen by the Headmaster and by the Head of the Science Department. On motion by Vice-Chairman Solomon it was voted that the School Committee extend its sincere congratulations to Nathaniel Spiller, student at High & Latin School, and to Carlos Soares, student at Rindge Technical School, for having been selected to represent their respective schools at the 1964 Youth Conference on the Atom; and, further, that the Cambridge Electric Light Company be commended for their fine civic spirit in sponsoring this worthwhile program.

REPORTS OF COMMITTEES

The following report of the Committee on Buildings and Grounds was presented:

COMMITTEE ON BUILDINGS & GROUNDS

Meetings of September 21 and October 19, 1964

Members present: James T. Fitzgerald, Chairman; Francis H. Duehay, Gustave M. Solomons and Assistant Superintendent of Schools David Hockman.

It was voted to recommend that custodians in all schools be instructed to keep all outdoor areas at their respective schools trim and attractive at all times.

It was voted to recommend that the Chief Custodian be instructed to have the fence now standing in the rear of the Fletcher School removed insofar as it affects the land conveyed by the City to the shutter on September 23, 1963, and that a new section of the fence be erected to enclose the Fletcher School Yard.

Your committee made a thorough inspection of the new addition to the M. E. Fitzgerald School and after a close examination of all the rooms it appears to be ready for occupancy, pending receipt by the School Committee from the City Manager of the punch list.

At the School Committee meeting held on October 6 a communication from the Civil Defense Agency was referred to this sub-committee for study. Civil Defense Agency advised that they had an opportunity to receive from the Federal Government a 200-bed emergency hospital and requesting permission to use the Harrington School as a hospital site to be used only in time of emergency when additional medical facilities are needed. Your committee recommends that the permission requested be granted.

It was voted to recommend that the City Manager be requested to widen the entrance from the High & Latin School to the War Memorial building by removing the wall to the right of the present door into the War Memorial building adjacent to Room 126.

After an inspection of the cafeterias at the High & Latin School your committee offers the following recommendations:

1. That a complete paint job be done in the boys' cafeteria
2. That fluorescent lighting be installed in this area
3. A new floor laid in the boys' cafeteria
4. Exhaust fans be installed in the boys' cafeteria

The chief custodian is instructed to attend to the above recommendations forthwirth, except that the installation of the new floor be undertaken during a vacation period.

It was voted to recommend that fluorescent lighting be installed in all basement areas at the High & Latin School, and that the entire area be painted.

It was voted to recommend that underground garbage containers be installed on the Ellery Street side of the girls' cafeteria.

It was voted to recommend that additional storage space be provided to the right of the walk-in refrigerator in the girls' cafeteria.

It was voted to refer back to Assistant Superintendent David Hockman for further investigation and report the matter of procuring a machine for washing, rinsing and drying floors in one operation for the high school cafeterias.

It was voted to recommend that the City Manager be requested to provide daily collections of refuse and garbage at High & Latin and Rindge Technical School.

It was voted to engage the services of the firm of Jordan A. Berman Associates to plan and design the re-arrangement of space to house the offices of the Superintendent of Schools, the Assistant Superintendents of Schools and the secretarial staff at a cost not to exceed $660.00 in accordance with a proposal submitted by Jordan A. Berman Associates, who shall present their final report to the Committee on Buildings and Grounds for study and recommendation.

It was voted to adjourn;

Respectfully submitted,
JAMES F. FITZGERALD, Chairman
Sub-committee on Buildings & Grounds

Mrs. Ackermann moved to accept the foregoing report of the Committee on Buildings & Grounds and adopt the recommendations contained therein: A motion by Mr. Olesen to lay the report on the table, failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". Mr. Olesen moved that with the exception of the recommendations concerning the fence at the Fletcher School and the use of the Harrington School by the Civil Defense Agency, that the balance of the report of the Committee on Buildings & Grounds be laid on the table. Mr. Olesen's motion failed of adoption on the following roll-call: Mr. Olesen and Mayor Crane voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Vice-Chairman Solomons voting "Nay"; Mrs. Ackermann "Present". Mr. Olesen objected to action on the main motion to accept the report and adopt the recommendations. On motion by Mr. Duehay it was voted, on the following roll-call, to suspend the rules for the purpose of taking action on the motion at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On the following roll-call it was then voted to adopt the main motion "that the report of the Committee on Buildings & Grounds be accepted and the recommendations contained therein be adopted: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". A motion to suspend the rules having prevailed a motion by Mr. Fitzgerald to move reconsideration of the foregoing vote, hoping same would not prevail, failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay".

HEARINGS

It was unanimously agreed to have a representative from the New England Telephone & Telegraph Company appear at the next meeting with reference to a study made of the telephone equipment serving the needs of the Cambridge School Department and spread in its entirety in the minutes of the meeting of June 30, 1964.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that the teachers listed below be transferred to the school and with the rank indicated in each case: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present".

NAME OF TEACHER	FROM	TO	RANK	EFFECTIVE
Margaret M. Dovett	Harrington	Peabody	Teacher Kndg.	Sept. 14, 1964
George C. Mokaba	Fletcher	Harrington	Teacher (A.T.)	Sept. 14, 1964
John W. Reilly	Fletcher	Harrington	Teacher (A.T.)	Sept. 14, 1964
Mary F. Wadden	Fletcher	Harrington	Teacher (A.T.)	Sept. 14, 1964
Paula A. Falloni	Longfellow	Fletcher	Teacher Gr. 4	Sept. 28, 1964
Constance T. Barry	A. Lincoln	Fletcher	Teacher (R.R.)	Sept. 28, 1964
Peter Nelligan	Russell	A. Lincoln	Teacher Gr. 6	Sept. 28, 1964

On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of moving reconsideration of the vote adopting the Superintendent's recommendation relative to transfer of teachers. On motion by Mr. Fitzgerald a motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of October 6, 1964.

Question came on a motion presented by Mrs. Ackermann at the meeting of October 6, 1964 to amend No. 1 of the Major Recommendations of the Superintendent, so that the recommendation will read "Creation of the position of Director of Guidance for the Elementary, secondary, and vocational schools", and, further, that the qualifications recommended by the Superintendent shall be added "and preferably at least two years of some kind of administrative experience." A motion for the previous question carried on the following roll-call: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Olesen voting "Nay". On the following roll-call Mrs. Ackermann's motion failed of adoption: Mrs. Ackermann and Mr. Olesen voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay".

Mr. Duehay moved adoption of the Superintendent's Major Recommendations, No. 1 "Creation of the position of Assistant Director of Pupil Services assigned to guidance in elementary, secondary and vocational schools". Mrs. Ackermann objected to action at this meeting and the chair ordered the motion placed on the 'calendar' as required by the rules. On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of taking action on Mr. Duehay's motion at this meeting (roll-call): Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Olesen voting "Nay". On the following roll-call it was then voted to adopt Mr. Duehay's motion that No. 1 of Major Recommendations of the Superintendent "Creation of the position of Assistant Director of Pupil Services assigned to guidance in elementary, secondary, and vocational schools" be adopted: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Olesen voting "Nay". A motion by Mr. Fitzgerald to suspend the rules for the purpose of moving reconsideration of the foregoing vote, prevailed on the following roll-call: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Olesen voting "Nay". A motion by Mr. Fitzgerald to reconsider the vote adopting Mr. Duehay's motion, hoping same would not prevail, failed of adoption on the following roll-call: Mrs. Ackermann and Mr. Olesen voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay".

It was voted to adopt a motion, presented by Mr. Duehay at the meeting of October 6, 1964 "that No. 7 of the 'Major Recommendations of the Superintendent' that 'Provision for counseling of special class and vocational school pupils' be adopted".

Mr. Duehay moved adoption of the Superintendent's report on expanding the library program into all elementary schools as fast as feasible, spread in its entirety in the minutes of the meeting of October 6, 1964. On motion by Mrs. Ackermann it was voted on the following roll-call that the report be laid on the table: Mrs. Ackermann, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Duehay voting "Nay".

On motion by Mrs. Ackermann it was voted to lay on the table the Superintendent's report on expanding the science program into all elementary schools as fast as feasible, set forth in its entirety in the minutes of the meeting of October 6, 1964.

Question came on a proposed amendment to the rules, presented by Mrs. Ackermann at the meeting of October 6, 1964 "That Chap. X, Sec. 3 entitled 'non-resident pupils' be amended by adding 'except that any non-resident student taking less than a full course shall pay, for every course worth ten credits or less, $100.00 at Cambridge High & Latin School and $125.00 at Rindge Technical School". On motion by Mrs. Ackermann it was voted to refer this proposed amendment to executive session.

On motion by Mr. Olesen it was voted on the following roll-call to adopt the Superintendent's recommendation, presented at the meeting of October 6, 1964 "That the appointmnet of Warren G. Ferzoco as a teacher at Rindge Technical School be confirmed, the original appointment having been conditioned on Mr. Ferzoco taking and passing the National Teacher Examination, said condition having now been fulfilled": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation, presented at the meeting of October 6, 1964 "That the appointment of John J. Walsh as a teacher at High & Latin School, be confirmed, the original appointment having been conditioned on Mr. Welsh taking and passing the National Teacher Examination, said condition having now been fulfilled": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Tabled Matters:

On motion by Mr. Duehay it was voted to take from the table a proposed amendment to the rules, presented at the meeting of October 6, 1964 relative to the qualifications for the position of Guidance Counselor. On motion by Mr. Duehay it was then voted to adopt the proposed amendment, set forth below:

> "Proposed amendment to the rules, presented by Mr. Duehay, to adopt the Superintendent's recommendations as contained in a report from the Superintendent that the following shall be the qualifications for the position of Guidance Counselor:
> Minimum Professional Preparation required for applicants for the position of Guidance Counselor in the elementary and in the secondary schools of Cambridge:
>
> 1. A Master's Degree in Guidance Counseling from an accredited institution.
> 2. Certification as a Guidance Counselor by the State Department of Education.
> 3. A minimum of 2 semester hours credit from an accredited institution in each of the following areas:
>   a. Supervised Guidance Counseling Experiences.
>   b. Counseling Theory and Procedure.
>   c. Tests and Measurements.
>   d. Occupational Information.
>   e. Developmental and Educational Psychology.
> 4. In addition it would be desirable for the candidate to have —
>   a. Two years of successful full-time work as a teacher or as a guidance counselor;
>   b. At least two semester hours credit from an accredited institution in these areas:
>   (1) Group theory and practices
>   (2) Legal and professional ethics
>   c. A broad background in the natural and physical sciences, the behavioral sciences and the humanities.
>   d. An understanding of school curriculum and the psychological and sociological climate of in-school learning.

REFERENCES:

1. Statement of Policy for Secondary School Counselors and Guidelines for Implementation of the American School Counselor Association Statement of Policy for Secondary School Counselors. American School Counselor Association: A Division of the American Personnel and Guidance Association 1964.
2. The Personnel and Guidance Journal of the American Personnel and Guidance Association June 1964 pg. 1061.
3. Guidance Program Handbook, Mass. State Dept. of Education, 1962.

On motion by Mr. Duehay it was voted to take from the table the report of the Staff Council on Personnel Development relative to the salary status of Mrs. Elizabeth Palmer, teacher at the Peabody School. On motion by Mr. Solomons it was voted that this report be referred to executive session.

Awaiting Report:

Conforming to an order that he report on the petition from the parents of the Russell School, the Superintendent presented his report on the departmentalization of classes at the Russell School, together with a report on the status of teacher-pupil ratio in the kindergartens of Cambridge as of October 1, 1964:

Office of The
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138
John M. Tobin
Superintendent

The following report on the Russell School is submitted for the information of members of the School Committee.

1. Departmentalization

Grades 7 and 8 are departmentalized, that is, the one seventh and two eighth grades work together.

2. Class Size

The seventh grade has 34 students. This is below the maximum limit established by School Committee Rule. Throughout the system we have one class 7 . . . 18, one of 19, one of 20, one of 26, four of 27, three of 28, six of 29, two of 30, and one of 33.

3. Library

a. Desks, tables, chairs, and shelving have been planned and the Business Office is presently drawing up the proper specifications that bids may be advertised according to law.

b. Conferences have been held on the initial book order necessary to make a library functional. Books would thus be available without delay when the classroom is made into a library.

4. Science Room

a. Plans have been submitted to the State Department of Education for approval for N.D.E.A. Assistance in establishing a science room. Approval is anticipated. Electrical, plumbing, and carpentry plans have been drawn. Quick implementation of the project will result upon state approval.

b. A science teacher is being recruited.

It is the Superintendent's firm conviction that the quality of education in the Russell School, always high in his judgment, will soon be even better.

Superintendent of Schools

1.All grades 7 and 8 throughout the city are now departmentalized.

Office of The
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138
John M. Tobin
Superintendent

October 2, 1964

The Superintendent respectfully submits the following report on the status of teacher-pupil ratio in the kindergartens of Cambridge as of October 1, 1964.

October 1, 1964

SUPERINTENDENT'S REPORT — SURVEY OF KINDERGARTENS

School	Teachers in October	October Enrollment	October 1964 Teacher-Pupil Ratio	
Abraham Lincoln	1	47	1:24	
Agassiz	1	38	1:19	
Fitzgerald	6	186	2:31	1:15
Fletcher	2	65	1:17	
Haggerty	2	61	1:15	
Harrington	2	89	1:22	
Houghton	2	100	1:25	
Longfellow	3	134	1:22	
Morse	2	88	1:22	
Peabody	2	67	1:17	
Putnam	1	42	1:21	
Roberts	3	105	1:18	
Russell	2	51	1:26	
Thorndike	1	51	1:26	
Webster	2	68	1:17	

The Cambridge Median is 17.5, class range from 15-26.

These figures compare favorably with the kindergarten practices throughout the U. S. where in morning sessions the median number of children in the public kindergarten is 28.4. In the afternoon session, the median is 27.6 for the public kindergartens.

On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of changing the date of the next regular meeting (roll-call vote): Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Vice-Chairman Solomons voting "Yea"; Mr. Olesen and Mayor Crane voting "Nay". On motion by Mr. Fitzgerald it was then voted that the next regular meeting be held on Monday, November 9 instead of Tuesday, November 3, 1964.

Conforming to an order that the Superintendent present any recommendations he may wish to make for revising the recruiting and hiring policies, the Superintendent presented the following recommendations from the Board of Examiners and on motion by Mrs. Ackermann it was voted that the report be placed on the 'calendar':

Office of The
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138
John M. Tobin
Superintendent

October 15, 1964

In compliance with the School Committee Order of September 1, 1964 — subject: Recruitment — the Superintendent respectfully submits the following recommendations, suggested by the Board of Examiners.

Recommendations

1. That the present classification system for elementary school applicants, i.e. a separate list in each of the following: kindergarten, primary grades, grades 4-6, and grades 7-8, be changed to two lists, one early childhood (Kg. — Grade 3), one elementary (Grades 4 through 8). This recommendation allows for greater flexibility for the assignment of teachers. Candidates who qualify for grades 4-8 now must appear on two lists to be eligible for consideration at each level. Most do not take both but rather choose only one before evaluation. Thus, it is possible to have a candidate highly qualified for each grade 4 to 8 but appearing only on one list. If the vacancy should occur in the other area the candidate is not eligible. Potentially good teachers may be lost.
2. The time limitation on the National Teacher Examinations be eilminated.
   This recommendation is based upon practices general in other professions. If a candidate has once passed the bar examination he remains a lawyer. If a candidate has fulfilled the requirement for a teaching position he should not be forced to take the screening test again. The evaluative interview will demonstrate current competency.
3. All candidates who qualify under either the present regular appointment plan or the provisional appointment procedure will be placed on the same list under the following rules:
   a. The National Teacher Examinations will be taken by all candidates prior to recommendation for appointment. A minimum score of 550 points in the Common Examination and of 50 points on the Optional Examination will be essential for qualification.
   b. Academic record (or work experience for shop teachers) will be evaluated. The maximum score on this section would be 20 points.
   c. An evaluation interview will be held. A maximum score on this section would be 20 points, a minimum score of 12 points will be necessary for qualification.

   Applicants who have qualified will then be awarded points for successful experience (classroom teaching) based upon the following:
   1. 2 points will be awarded for each successful year of teaching up to 3 years. 6 points

2. Another point will be awarded fo reach additional year up to 4 years. 4 points

Veterans will be awarded an additional 5 points.

This recommendation is made for the following reasons:

1. This consolidated list would end the deification of experience without destroying the importance of experience.
2. This plan would allow provisional teachers of superior potential to be evaluated despite the existence of candidates on a previous list.
3. This procedure, we believe, would strengthen our pursuit of quality for all candidates would be on the same scale with common criteria used for evaluation, i.e. each candidate would take the National Teacher Examinations, each candidate would present his academic or work record, and each candidate would have an evaluative interview. Candidates would be scored on the following point score.

a. The National Teacher Examinations	60 points
b. Academic Record	20 points
c. Evaluative Interview	20 points (1)

1 12 points necessary for passing

4. Recruitment could continue with candidates placed on a list to a specified date if at the moment a vacancy did not exist. As changes occurred, and changes do occur, the next name on the list if still available could be recommended for appointment.

   The Board of Examiners suggests the last school day in October for the fall cut-off, the last Friday in February for the spring deadline.

Conforming to an order that he report on a proposed amendment to the rules relating to the Superintendent's rating of candidates, the Superintendent recommended that the rules be amended by striking out the present rule and substituting the following:

> "After the closing date of the applications and prior to the written examination conducted by the Board of Examiners, the Superintendent's rating of the candidates shall be placed in two sealed envelopes, each of which will bear the words 'Superintendent's ratings of candidates for the position of ———'. This envelope will not be opened until the Board of Examiners has completed all its ratings on the written examination and on the interview. One envelope will be mailed to the chairman of the Board of Examiners. The second envelope will be delivered to the Secretary of the School Committee. After all categories of the examination have been completed, the Board of Examiners will submit to the School Committee a listing of the grades received in each category and of the total grade earned by each candidate."

On motion by Mr. Duehay it was voted on the following roll-call to suspend the rules for the purpose of taking action on the Superintendent's recommendation at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". A motion for the previous question having prevailed it was voted on motion by Mr. Duehay to adopt the Superintendent's recommendation that the rules be amended as set forth above. On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of moving reconsideration of the foregoing vote at this meeting. A motion to reconsider the foreging vote adopting the Superintendent's recommendation on the amendment of the rules, hoping same would not prevail, failed of adoption.

On a point of order, Mr. Olesen asked the chair if the amendment to the rules set forth above relating to the Superintendent's rating of candidates is applicable to any examination given prior to its adoption at this meeting, the chair ruled that the amendment has been adopted ex post facto and is not applicable to prior examinations.

Conforming to an order that No. 2 of Major Recommendations of the Superintendent "Search for well qualified person through college placement bureaus, state departments of Education, advertisements in professional journasl and local staff" be referred back to the Superintendents for detailed explanation of how the position will be filled, the Superintendent presented the following report:

> With School Committee approval, the Superintendent will begin immediately an intensive search for the Assistant Director. The Superintendent will contact colleges and universities. Local schools will be contacted directly; other colleges and universities will be notified by mail. It is further planned to notify state and regional educational offices of the position. Placement services of professional organizations will be notified (using attachment No. 3 of the Superintendent's Report of September 1, 1964 as model.) The Superintendent has already directed the assistant superintendents to review the personnel folders of members of the staff — not only for this position but also for guidance counselors.

Mr. Duehay moved adoption of No. 2 Major Recommendation of the Superintendent "Search for well qualified person through college placement bureaus, state departments of education, advertisements in professional journals and local staff". A motion for the previous question having prevailed it was voted to adopt Mr. Duehay's motion.

On motion by Mr. Fitzgerald it was then voted on the following roll-call to adjourn: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Olesen voting "Nay".

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, October 27, 1964

Special Meeting

Called by vote of the School Committee taken at the meeting of October 20, 1964 and held at the M. E. Fitzgerald School for the purpose of considering and acting on the acceptance of the new addition to the M. E. Fitzgerald School.

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

After a careful inspection of the new addition by the School Committee with the City Manager, and the Architect, it was voted on the following roll-call to adopt a motion by Mr. Fitzgerald that the new addition to the M. E. Fitzgerald School be and the same hereby is accepted by the Cambridge School Committee, subject to completion of the items now on the "punch list": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. McMahon "Absent". On motion by Mr. Olesen it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion to reconsider the vote accepting the building, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted that the City Manager be requested to have the temporary partitions in the kindergarten rooms of the M. E. Fitzgerald School be removed and the kindergarten room restored to its original condition.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE

(Official Report)

Monday, November 9, 1964

Regular Meeting

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Duehay it was voted to approve as presented the minutes of the regular meeting of October 20, 1964, and the special meeting of October 27, 1964.

On motion by Mr. Olesen it was voted to suspend the regular order of business for the purpose of proceeding to "Hearings".

Mr. John A. P. Good, Communications Representative for the New England Telephone and Telegraph Company, appeared in connection with a study of the telephone equipment serving the needs of the Cambridge School Department. At the conclusion of the hearing it was agreed that Mr. Good would make a survey of the telephone equipment in the various schools and report his findings at the next meeting.

A hearing was granted the Parent-Teacher Association of the Haggerty School relative to the proposed new addition to the school. Mrs. Theresa Kross represented the P. T. A., and presented a report of a meeting of the Haggerty School setting forth objections concerning the present plans for the addition. At the conclusion of the hearing it was voted on motion by Mr. Duehay that the entire matter be referred to a joint meeting between the City Manager, the School Building Advisory Committee and the School Committee, as soon as possible.

On motion by Mr. Fitzgerald it was voted to resume the regular order of business.

On motion by Mr. Duehay it was voted to place on file a communication from the Cambridge Electric Light Company thanking the committee for their kind reference to the Cambridge Electric Light Company's sponsorship of the Youth Conference.

There being no objection the chairman ordered placed on file a communication from Mildred F. Casey, permanent part-time junior clerk-typist, thanking the committee for the opportunity to serve in the Cambridge School Department.

There being no objection, the chairman ordered made part of the minutes the following communication from the Mass. Teachers' Retirement Board relative to the employment of John J. Sheehan, Headmaster at High & Latin School:

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF EDUCATION
TEACHERS' RETIREMENT BOARD
88 Broad Street, Boston 02110

October 21, 1964

Mr. Edward J. O'Connell
Secretary of the School Committee
1700 Cambridge Street
Cambridge, Massachusetts 02138

Dear Mr. O'Connell:

We acknowledge receipt of your letter dated October 15, 1964, in which you report that at a Regular Meeting held on September 1, 1964, the Cambridge School Committee voted to request the Teachers' Retirement Board for permission to continue the employment of Mr. John J. Sheehan to the end of the school year in June, 1965.

In accordance with the provisions of Chapter 348 of the Acts of 1954, he may be so employed.

Yours very truly,
JOSEPH B. CARROLL
Executive Secretary

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt a recommendation of the Staff Council on Personnel Development, that the teachers listed below, having substantiated their 30-hours beyond the Master Degree are entitled to the extra $200.00 effective September 1, 1964: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Absent":

High & Latin	Peter G. Kirslis	Boston College	Guidance
	James M. Landrigan	Boston College	Latin
	David D. Ronan	Harvard School of Education	Secondary School Administration
	Mrs. Marian E. Cruise	Middlebury College	Italian
	Agatha C. F. Maguire	Boston University	English
Rindge	Leon C. Fitzgerald	Boston University	English
	Wendell F. Fogg	Harvard	English
Longfellow	Grace R. Stacey	Boston University	Elementary School Administration
Peabody	John T. Halligan	C. W. Post College	Library Science
Roberts	Margaret M. Deastlov	Harvard University	Elementary Supervision
Thorndike	Daniel P. Foley	Boston University	Education
Vocational — Boys	Anthony L. Bruno	State Teacher-Boston	Education
Bureau Pupil Services	Lila C. Palatini	State Teacher-Boston	Elementary Education

Mr. Solomons presented copies of communications from the Mass. Association of School Committees with respect to a resolution passed at the State Conference that School Committees throughout the Commonwealth adopt the use of integrated textbooks, said resolution having originated in the Cambridge School Committee. On motion by Mr. Solomons it was voted that copies of these communications be sent to each member.

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

On motion by Mr. Fitzgerald it was voted to make part of the minutes a report from the Superintendent stating that he was in receipt of the final payment under the provisions of PL874 for the school year ending June 1964 in the sum of $22,903.00.

The Superintendent recommended that the School Committee endorse the project of the Mass. Memorial Committee to establish the battleship U. S. S. Massachusetts as a memorial and museum and that the school children be allowed to make contributions on a voluntary basis for this project. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Olesen voting "Nay".

The Superintendent recommended that a Guidance Workshop be conducted for personnel above the ratio of teacher, starting on Tuesday, November 17, 1964 and that John W. McLeod be selected to conduct this workshop at a stipend of $300.00. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

There being no objection the chairman ordered laid on the table bids received for furnishing and installing glass backboards (basketball) at the Rindge Technical and M. E. Fitzgerald Schools.

On motion by Mr. Fitzgerald it was voted on the following roll-call to convene in executive session: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Olesen voting "Nay".

Executive Session

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that Mrs. Gaetana J. Barker, 22 Harding Street, Cambridge, Mass., being the first person on the certified civil service list, who has signified her intention to accept, be appointed permanent part-time junior clerk-typist in the School Department at a stipend of $10.69 per school day: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Mrs. Ackermann moved adoption of a motion presented at the meeting of October 6, 1964 that Chap. X, Sec. 3 entitled "Non-Resident Pupils" be amended by adding "except that any non-resident student taking less than a full course shall pay, for every course worth ten credits or less, $100.00 at Cambridge High & Latin School and $125.00 at Rindge Technical School. At the conclusion of the debate it was voted to adopt a motion by Mrs. Ackermann that the Superintendent be granted power to determine the tuition rate for non-resident part-time students: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Question came on a report from the Staff Council on Personnel Development relative to the salary status of Mrs. Elizabeth Palmer, teacher at the Peabody School, it was voted on the following roll-call to adopt a motion by Mr. Solomons that the recommendation from the Staff Council "That Mrs. Palmer's salary continue at its present level" be approved: Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay"; Mr. Fitzgerald and Mr. McMahon "Present".

The Superintendent recommended that the following persons be appointed to serve as a Board of Examiners to examine candidates for the position of Headmaster of the Cambridge High & Latin School:

Dr. Robert H. Anderson, Professor of Education, Harvard University, School of Education
A.B. 1939, University of Wisconsin
A.M. 1942, University of Wisconsin
Ph.D. 1949, University of Chicago
Officer, U. S. Naval Reserve, 1943-1946
Principal, Roosevelt School, River Forest Illinois, 1947-1948
Superintendent of Schools, Park Forest, Illinois, 1949-1954
Harvard University, Professor of Education, 1954

Dr. William J. Fitzpatrick, Ph.D. Professor and Director of Secondary Education, State College at Boston
A.B. St. John's University, Brooklyn, N. Y.
A.M. St. John's University, Brooklyn, N. Y.
Ph.D. New York University, N. Y.
Educational Administrative Experience:
    Division Avenue High School, Levittown, N. Y.
    Seton Hall University, South Orange, N. J.
    State College at Boston, Boston, Mass.

Dr. Frederick J. Gillis
A.B. Boston College, 1916
A.M. Catholic University, 1917
M.F.S. Georgetown University, 1922
Ph.D. Boston College, 1930
Assistant Superintendent of Schools, Boston, Mass., 1935-1960
Superintendent of Schools, Boston, Mass., 1960-1963

Mr. Fitzgerald moved adoption of the Superintendent's recommendation. Mr. Olesen raised a point of order that the rules will have to be suspended as the stipend set for this board at a previous meeting was $250.00 whereas the rules specify $200.00 per examiners. On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of acting on the Superintendent's recommendation. On motion by Mr. Fitzgerald it was voted on the following roll-call that the foregoing Board of Examiners for the position of Headmaster of the High & Latin School, as recommended by the Superintendent be approved at a stipend of $250.00 for each examiners: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present". On motion by Mr. Duehay the rules were again suspended for the purpose of moving reconsideration at this meeting. A motion by Mr. Duehay to reconsider the vote appointing the Board of Examiners, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted that the School Committee consider the advisability of increasing the salary ratio for the position of Headmaster of High & Latin School and Rindge Technical School.

The Superintendent presented a petition from Thomas E. Smith, teacher at Rindge Technical School, requesting a leave of absence without loss of salary because of ill health for a period of twenty days. On motion by Mr. Fitzgerald it was voted on the following roll-call that Mr. Smith be granted leave of absence for a period of twenty (20) days without loss of salary, except that if the Superintendent determines that Mr. Smith is being reimbursed for absence by some form of insurance that he shall be paid the difference between the reimbursement and his salary: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

A communication was read from Thomas P. Burns, teacher at the High & Latin School, relative to assignment of classes. On motion by Mr. Solomons it was voted that the Superintendent invite Mr. Burns to attend a meeting of the School Committee on December 1, 1964 in executive session.

On motion by Mrs. Ackermann it was voted on the following roll-call to approve a recommendation of the Staff Committee on Reimbursement, concurred in by the Superintendent, that Mary F. Moran, guidance counselor, be reimbursed in the sum of $58.00 for expenses incurred while attending the New England Guidance Conference at Bretton Woods, New Hampshire, on October 4-6, 1964: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

It was voted to reconvene in regular session.

On motion by Mr. Fitzgerald it was voted to ratify and affirm the votes taken in executive session.

REPORTS OF COMMITTEES

On motion by Mrs. Ackermann it was voted on the following roll-call to accept the Report of the Committee on Buildings & Grounds, as set forth below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay":

COMMITTEE ON BUILDINGS & GROUNDS

Thursday, November 5, 1964

Present: James F. Fitzgerald, Chairman; Francis H. Duehay and Gustave M. Solomons.

It was voted to recommend that Civil Service be requested to hold a promotional examination for the position of Senior Building Custodian, to fill the vacancy caused by the retirement of Mr. John McHugh.

The Chief Custodian presented the following report:

On Saturday, October 24th, about 5:15 p.m. I received a call at my house informing me that there was a fire at High & Latin School. I arrived at the school about 5:30 p.m. and there were several pieces of apparatus there.

I immediately went into the building and saw Captain O'Donnell who was in charge. I gave him what assistance I could in regard to the location of skylights and also the electrical apparatus which had to be turned off. I enlisted the aid of two of the traveling custodians, Mr. Arnold Nelson and Mr. Edward

Regione who stayed all Saturday night and Sunday morning until noon in case fire might start again and also to get the building cleaned up and ready for occupancy on Monday morning.

The damage was estimated at several thousand dollars. The cause of the fire was that some boys had ignited some leaves at the front entrance. It kept smoldering and fire worked its way inside the building.

The City Manager and Commissioner of Public Works have had a crew working on this and expect to be finished by November 12.

Respectfully submitted,
WILLIAM J. FITZGERALD
Chief Custodian

It was voted to recommend that the Chief Custodian be instructed to obtain estimates on installing built-up sky-light domes on the Harrington School to replace the present inadequate skylight domes.

It was voted to recommend that all items remaining on the punch list for the Chas. G. Harrington School, be referred to the City Manager with the request that these matters be taken care of immediately.

It was voted to recommend approval of bills for over-time work performed by Arnold Nelson and Edward Regione, junior building custodians, at the High & Latin School on Saturday, October 24 and Sunday, October 25 because of a fire in the High & Latin School — 17 hours each at $4.44 per hour for a total of $75.48.

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

It was voted that Unfinished Business From Previous Meetings be postponed until the next regular meeting.

NEW BUSINESS

There being no objection the chairman ordered laid on the "calendar" a motion by Mrs. Ackermann that whenever it becomes necessary to make a significant change in the assignment of teachers, after the school year has started, the parents of the pupils involved receive a letter, before the change takes place, from the master of the school, explaining the need for the change, and the arrangements that are being made so that the children will not lose by the change.

Mrs. Ackermann moved that all personnel that travel from school to school in the course of official duties, have a choice of being reimbursed by MTA tokens, or on a mileage basis; and that the Superintendent recommend at the next meeting a standard for payment by mileage commensurate with what is paid in nearby cities and towns. Mr. Fitzgerald objected to action on this motion and the chairman ordered the motion placed on the 'calendar'.

Mr. McMahon moved that whereas it has been noted that the City Council has caused the official seal of the City of Cambridge to be changed considerably; and whereas, the Cambridge School Committee has not been officially informed of this change in the seal (which is used extensively by the Cambridge School Committee) it is therefore Ordered: That the City Council inform the School Committee as soon as possible of the changes made in the official City Seal together with information as to why the changes were found to be necessary. Mrs. Ackermann objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

The chairman ordered placed on the 'calendar' as required by the rules a proposed amendment to the rules by Mr. Duehay that Chap. XI, Sec. 4 of the Rules be amended to read as follows: Pupil-Teacher Ratio: The optimum ratio of pupils per teacher in the elementary schools is 26 and that wherever a class in an elementary school exceeds 34 pupils the Superintendent shall make efforts to reassign pupils or to divide the class into two sections, each with an assigned teacher.

On motion by Mr. Solomons it was voted that Whereas, the Cambridge School Committee had a resolution on integrated textbooks adopted at the annual conference of the Mass. Association of School Committees held in Chicopee, Mass., in April, and Whereas, the Mass. Association of School Committees has taken the necessary action to have the American Textbook Publishers Institute and its publishers reflect the specifics of our resolution in all future publications, therefore Be It Resolved, that the Cambridge School Committee commend the Mass. Association of School Committees for its interest and its prompt action on our resolution.

On motion by Mr. Solomons it was voted that the Cambridge School Committee extends its heartiest congratulations to John Thomas for his achievements at the Olympics in Tokyo, Japan.

There being no objection, the chairman ordered placed on the 'calendar' a motion by Mrs. Ackermann that in conformity with the Superintendent's report of October 1, 1964 recommending additional personnel, the Superintendent take the necessary steps to engage the services of two additional School Adjustment Counselors.

There being no objection the chairman ordered placed on the 'calendar' a motion by Mrs. Ackermann that every continuing elementary school in the city, except the Chas. G. Harrington School and the M. E. Fitzgerald School, be equipped with a basic school library collection by September 1, 1966; if there is any school where no special room can be found for the library, the Superintendent shall so inform the School Committee and the School Building Advisory Committee, but in any case the books shall be assembled.

There being no objection the chairman ordered placed on the 'calendar' a motion by Mrs. Ackermann that every continuing elementary school in the city have a fully equipped science room by September, 1966; except that if there is any school where space makes this impossible the Superintendent so inform the School Committee and the School Building Advisory Committee.

Mr. Olesen moved that the Superintendent submit at the first meeting in December a list of five distinguished citizens of the City of Cambridge to work as a committee in cooperation with the private and parochial schools in the City of Cambridge on a cooperative education program similar to that program presently in existence in the City of Pittsburgh, Pennsylvania. Mrs. Ackermann objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, November 17, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons:

Vice-Chairman Solomons in the chair.

It was voted to suspend the regular order of business for the purpose of hearing John P. Good, representative of the New England Telephone & Telegraph Company relative to the proposed conversation of the telephone system in the School Department. At the conclusion of the hearing it was voted on the following roll-call to adopt a motion by Mr. Duehay that the telephone system of the Cambridge School Department be converted from the present manual system to a modern automatic dial system in accordance with a proposal outlined in a communication from the New England Telephone & Telegraph Company, under date of June 18, 1964, as appearing in its entirety in the minutes of the School Committee meeting of June 30, 1964; except that under paragraph "A" the system shall be three (3) digits instead of two (2) digits as described in the aforementioned communication: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons voting "Yea"; Mayor Crane "Absent".

The chairman ordered the regular order of business.

It was unanimously agreed to again suspend the regular order of business for the purpose of hearing Reports of Committees.

Mrs. Ackermann, chairman of a special sub-committee of the School Committee appointed to confer with members of the Mental Health Association and certain city officials on the request of the Mental Health Association for a financial relationship with the Cambridge School Committee, presented the following report:

The special sub-committee of the School Committee, appointed to confer with members of the Mental Health Association and certain city officials on the request of the Mental Health Association for a financial relationship with the Cambridge School Committee, met first on Wednesday, October 7, 1964. Present: Mrs. Ackermann, chairman; Mr. Fitzgerald and Mr. Solomons, and City Manager John J. Curry. Dr. Dunning, Dr. Feld, Mr. Dyer and Mr. Stockwell represented the Cambridge Mental Health Association, and explained the work of the clinic.

The clinic treats children seventeen years of age and under, exclusively from Cambridge, who have emotional disturbances. It is the only such outpatient clinic in Cambridge.

Since it was started in 1954 it has been supported partly by the State, the Federal government and partly by private donations. The State has paid all professional salaries in full, the Federal government provides funds for research only, while the Mass. Mental Health Association, a red feather agency, has paid most of the housekeeping and clerical expenses. The rest has been raised by private solicitation.

In 1958 enabling legislation was passed to allow such clinics to be supported in part by local tax money. The Mass. Mental Health Association has announced that it will cut its aid in half in 1964. At the same time, the State has offered to increase the budget for professional staff to help take care of the children on the waiting list.

The State will pay $146,000., for the salaries of two full-time psychiatrists, six part-time psychiatrists, eleven full-time psychologists and social workers, four part-time psychologists and social workers, and a nursery school teacher. For this staff the housekeeping and clerical services budget would be $20,000. The Cambridge Guidance Center will have a deficit of $19,000.00 which it is asking the Cambridge School Department to make up.

At least 47 cities and towns in Massachusetts now give some tax support to local guidance centers, including Brookline, Somerville, Arlington, Lexington, and Waltham. Of these, approximately two-thirds pay through the Board of Health. The other one-third pays through the local School Department.

At the conclusion of this meeting the School Committee subcommittee requested the clinic to prepare certain financial statements and sample contracts which they have submitted for our consideration.

The Second meeting of the subcommittee was held on Monday, November 16, 1964. Present: Mrs. Ackermann, chairman; Mr. Fitzgerald and Mr. Solomons.

It was recommended unanimously that the following contract be entered into with the Center, subject to the approval of the City Solicitor, except that the exact sum of money involved was not agreed on. However, a majority of the members of the special committee recommend that the Cambridge School Department agrees to pay the Cambridge Mental Health Association at the rate of $1.00 per school child of the City of Cambridge, it being recognized that the school population of Cambridge is currently approximately 16,875. Such payment will be made in twelve approximately equal installments and the total amount not to exceed $16,675.00. It is further recommended that it be the policy of the Cambridge School Department to cooperate in every way possible with the Mental Health Center and make full use of its services.

FORM OF AGREEMENT

THIS AGREEMENT, entered into the First day of January, 1965, by and between the Cambridge School Department of the City of Cambridge, County of Middlesex and Commonwealth of Massachusetts, hereinafter called the "School Department" and the Cambridge Mental Health Association, a Massachusetts corporation, incorporated December 15, 1954, under General Laws, Chapter 180, as a charitable corporation and a chapter member of the Massachusetts Mental Health Association, having its sole place of activity in Cambridge, County of Middlesex and Commonwealth of Massachusetts, hereinafter called "Association". In connection with the authority of the parties to enter into this agreement reference is made to Chapter 40, Sec. 5, Clause 40C and other applicable sections, pertaining thereto, of the Massachusetts General Laws.

WITNESSETH:

WHEREAS, The Association was formed in 1954 in response to the growing need for mental health facilities in Cambridge, and having established an out-patient Children's Clinic under the name of Cambridge Guidance Center, the Association's activities have increased in number and in depth; and

WHEREAS, The Cambridge Guidance Center sponsors the most far-reaching medical service for Cambridge school children in diagnosing and treating emotional illnesses under the directorship of the Association, and the Association by means of its Guidance Center has the facilities and medical staff necessary to meet the mental health needs of the children of Cambridge; and

WHEREAS, the Association has had increasing difficulty in raising funds to meet the expanding needs of this community and the Association's contemplated budget for secretarial salaries, rent and housekeeping of the Cambridge Guidance Center is $29,000.00 for the fiscal year 1965, a substantial portion of which the Association must obtain from local tax money in order to continue an adequate program in the Cambridge Guidance Center; and

WHEREAS, The School Department recognizes the fact that the Cambridge Guidance Center's activities are exclusively maintained for children of Cambridge citizens attending public, private and parochial schools of said city, and the School Department desires to make use of the facilities of the Association's Cambridge Guidance Center in order to meet the mental health needs of the children of Cambridge.

NOW THEREFORE, The School Department and the Association covenant and agree as follows:

1. The School Department agrees to pay the Association at the rate of One Dollar ($1.00) per school child of the City of Cambridge, it being recognized that the school population of Cambridge is currently approximately 16,675. Such payment will be made in twelve (12) approximately equal installments commencing on the first day of January 1965.

2. The Association agrees to:

(a) furnish to the fullest extent possible mental health services to the children of the City of Cambridge, and their parents as may be required, including but not limited to outpatient mental health and psychiatric services in accordance with standards established by the Massachusetts Department of Mental Health.

(b) furnish equipment, supplies and professional personnel meeting standards consistent with the standards established by the Massachusetts Department of Mental Health:

(c) furnish quarters adequate for the provision of such services, such quarters now being located at Number 5 Sacramento Street in said Cambridge;

(d) furnish annually to the School Department a detailed report of its activities for the past year, a detailed annual budget for the forthcoming year, and any other statistics which the School Department may reasonably request, and, further, that the accounts of the Association shall be subject to periodic audit by the School Department.

(e) furnish the School Department monthly and annual activity reports regarding the mental health program, procedures, service statics, and other program evaluation information as reasonably requested;

(f) and in general cooperate with the School Department in all matters involving the mental health of school children in the City of Cambridge and shall furnish to the Superintendent of Schools, whenever ethically feasible, the names and addresses of all patients interviewed together with the diagnosis and prognosis, which information shall be kept strictly confidential.

3. This agreement shall commence on the first day of January 1965 and shall terminate on December 31, 1965.

IN WITNESS WHEREOF, the parties have signed and sealed this agreement as of the day and year first written above.

Respectfully submitted,

BARBARA ACKERMANN, Chairman

Dr. Dunning and Dr. Reid from the Cambridge Mental Health Association, appeared in support of the petition. At the conclusion of the hearing Mrs. Ackermann moved that the foregoing report of the special sub-committee be accepted and the recommendations contained therein be adopted. It was voted that the motion and the report be placed on the table.

The chairman ordered the regular order of business.

On motion by Mrs. Ackermann it was voted that the minutes of the meeting of November 9, 1964 be approved as presented.

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

The Superintendent reported the retirement, effective November 30, 1964, of Anna E. Marsh, teacher at the Roberts School, and a member of the faculty for thirty-eight years. On motion by Mr. Fitzgerald it was voted that the School Committee express to Miss Marsh their sincere appreciation for her long years of faithful and efficient service.

The Superintendent presented the resignation of Patricia McMenimen Pietropaolo, teacher at the High & Latin School for the past five years and on motion by Mr. Fitzgerald it was voted to accept the resignation.

The Superintendent reported that the conference conducted by the New England School Development Council on Disturbed Children will be held this year at Trinity College, Hartford, Connecticut and recommended that Dr. Ruth F. Boland, Director of the Bureau of Pupil Services, be delegated to represent the Cambridge School Department at this conference. On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation.

The Superintendent reported the marriage of Denise Alice Marie Boudreau, teacher in the Elementary Foreign Language Dept. assigned to the Fletcher and Roberts School, to Francis H. Hendrigan, Jr., and that her name will now appear on our records as Denise A. Hendrigan, Jr.

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that the following appropriations of funds be approved: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons voting "Yea"; Mayor Crane "Absent":

TO:	Schedule A- 1	Personal Services	$25,000.00
	Schedule B-18	Cleaning & Laundry	500.00
	Schedule B-22	Medical	500.00
	Schedule D-18	Textbooks	2,000.00
	Schedule F- 7	Non-contributory pensions	9,500.00
	Schedule F- 4	Transportation of Pupils	9,000.00
		TOTAL	$46,500.00

— said sum of $46,500 to be provided by transfer from Revolving Account P.L.-874.

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt a recommendation of the Director of Physical Education & Athletic Activities, concurred in by the Superintendent that William Dynan, Charles Killilea and Joseph Colannino be appointed basketball coaches for the elementary schools basketball league at a stipend of $250.00 each for the season: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Vice-Chairman Solomons voting "Yea"; Mr. Olesen "Present"; Mayor Crane "Absent". A motion to suspend the rules having prevailed, a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted to place on the table the Superintendent's report on revising the recruiting and hiring policies, as presented at the meeting of October 20, 1964.

On motion by Mrs. Ackermann it was voted to refer to the Superintendent a motion presented at the meeting of November 9, 1964, that whenever it becomes necessary to make a significant change in the assignment of teachers, after the school year has started, the parents of the pupils involved receive a letter, before the change takes place, from the master of the school, explaining the need for the change, and the arrangements that are being made so that the children will not lose by the change.

On motion by Mr. Fitzgerald it was voted to refer to the Superintendent for report at the next meeting a motion presented by Mrs. Ackermann at the meeting of November 9, 1964, that all personnel that travel from school to school in the course of official duties, have a choice of being reimbursed by MTA tokens, or on a mileage basis; and that the Superintendent recommend at the next meeting a standard for payment by mileage commensurate with what is paid in nearby cities and towns.

It was voted to adopt a motion presented by Mr. McMahon at the meeting of November 9, 1964, that whereas it has been noted that the City Council has caused the official seal of the City of Cambridge to be changed considerably; and whereas the Cambridge School Committee has not been officially informed of this change in the seal (which is used extensively by the Cambridge School Committee) it is therefore Ordered: That the City Council inform the School Committee as soon as possible of the changes made in the official City Seal together with information as to why the changes were found to be necessary.

On motion by Mr. Duehay it was voted to refer to the Superintendent for report a proposed amendment to the rules presented by Mr. Duehay at the meeting of November 9, 1964, That Chap. XI, Sec. 4 of the Rules be amended to read as follows: Pupil-Teacher Ratio: The optimum ratio of pupils per teacher in the elementary schools is 26 and that wherever a class in an elementary school exceeds 34 pupils the Superintendent shall make efforts to reassign pupils or to divide the class into two sections, each with an assigned teacher.

It was voted to lay on the table a motion presented by Mrs. Ackermann at the meeting of November 9, 1964, that in conformity with the Superintendent's report of October 1, 1964, recommending additional personnel, the Superintendent take the necessary steps to engage the services of two additional School Adjustment Counselors.

It was voted to adopt a motion presented by Mrs. Ackermann at the meeting of November 9, 1964, that every continuing elementary school in the city, except the Chas. G. Harrington School and the M. E. Fitzgerald School, be equipped with a basic school library collection by September 1, 1966; if there is any school where no special room can be found for the library, the Superintendent shall so inform the School Committee and the School Building Advisory Committee, but in any case the books shall be assembled.

It was voted to adopt a motion presented by Mrs. Ackermann at the meeting of November 9, 1964, that every continuing elementary school in the city have a fully equipped science room by September, 1966; except that if there is any school where space makes this impossible the Superintendent so inform the School Committee and the School Building Advisory Committee.

It was voted to refer to the Superintendent for study and report a motion presented by Mr. Olesen at the meeting of November 9, 1964, that the Superintendent submit at the first meeting in December a list of five distinguished citizens of the City of Cambridge to work as a committee in cooperation with the private and parochial schools in the City of Cambridge on a cooperative education program similar to that program presently in existence in the City of Pittsburg, Pennsylvania.

Tabled Matters:

On motion by Mr. Duehay it was voted to take from the table bids received for furnishing and installing glass basketball backboards at Rindge and Fitzgerald Schools. On motion by Mrs. Ackermann it was voted to adopt the recommendation that the contract be awarded to Porter Athletic Equipment Div. WACO-Porter Corp., 9555 Irving Park Rd., Schiller Park, Illinois, at a cost of $358.11 each for a total of $1,432,44: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen and Vice-Chairman Solomons voting "Yea"; Mr. McMahon and Mayor Crane "Absent".

NEW BUSINESS

On motion by Vice-Chairman Solomons it was voted on the following roll-call that each member of the School Committee be provided with copies, as soon as possible, of the book entitled "Shaping Educational Policy" by Dr. James B. Conant: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Olesen and Vice-Chairman Solomons voting "Yea"; Mr. McMahon and Mayor Crane "Absent".

On motion by Mr. Fitzgerald it was voted that the School Building Advisory Committee be requested to give immediate priority to the consolidation of the Putnam and Thorndike Schools and that they consider recommending construction of a new building in this district as soon as possible.

On motion by Mr. Fitzgerald it was voted that at the discretion of the Superintendent of Schools and the Chief Custodian, civil service employees may be excused from reporting for duty on Friday, November 27, 1964 (day after Thanksgiving Day).

Mr. Fitzgerald and Mr. McMahon offered jointly a motion that Whereas, motions offered separately by them, but at the same meeting of June 30, 1964, proposing a 10% increase in salary for all civil service employees, failed of adoption, and Whereas each of us compromised and voted for an 8% increase in salary for all civil service employees with the understanding that if all employees in every other department of the city were granted a 10% increase in salary, the 8% increase voted would be adjusted to 10%, and Whereas, all civil service employees in every other department of the city have been granted a 10% increase in salary, therefore be it, Moved, that all civil service employees of the Cambridge School Department be granted an additional 2% increase in salaries in effect August 31, 1964 (over and above the 8% increase already granted), said additional increase to be effective September 1, 1964. Mrs. Ackermann objected to action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

It was voted to adopt a motion offered jointly by Mr. Fitzgerald and Mr. McMahon that the Superintendent of Schools and the Secretary of the School Committee study and report at the first meeting in December, a revised Teachers' Salary Schedule which will bring into line percentagewise salary increases granted teachers as compared to salary increases granted other city employees.

Mr. Olesen moved that the School Committee consider reducing the number of steps in the Teacher Salary Schedule from the present twelve steps to nine steps. Mr. Fitzgerald objected and the chairman ordered the motion placed on the 'calendar' as required by the rules.

On motion by Mr. Duehay it was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, December 1, 1964

Regular Meeting:

Present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Solomons it was voted that the minutes of the meeting of November 17, 1964, be approved as presented.

On motion by Mr. Fitzgerald it was voted to spread in the minutes a notice received from the Mass. Teachers' Retirement Board advising that conforming to the request of the School Committee that John M. Moriarty, Master's Assistant in the Boys' Vocational School, who will reach retirement age in January, 1965, may be continued in employment to the end of the school year, June, 1965, in accordance with the provisions of Chapter 348 of the Acts of 1954.

On motion by Mr. Fitzgerald it was voted to accept with pleasure an invitation extended by the Cambridge Barrack No. 494 Veterans of World War I to attend their installation of officers on Wednesday, December 16, 1964, at Legion Hall, at 8 p.m.

A communication was received from the City Manager transmitting Haggerty School Addition Plan 8E supplied by the architect, Paul G. Feloney, together with a list of alterations to existing Haggerty School Building. On motion by Mr. Solomons it was voted that the School Committee review these plans.

On motion by Mr. Olesen it was voted to make part of the minutes the following communication from the School Building Advisory Committee which transmitted a Report of the School Building Advisory Committee to the Cambridge School Committee, dated December 1, 1964:

November 30, 1964

Attention: The Honorable Edward A. Crane, Chairman
Cambridge School Committee
1700 Cambridge Street
Cambridge, Mass.

Gentlemen:

We are taking the liberty of forwarding this report to you in draft form. While it has been distributed to the members of the Advisory Committee, it has not formally been approved at a committee meeting.

This procedure also makes possible any suggestions or comments from members of the School Committee before the report is approved by the Advisory Committee in final form.

Yours very truly,
HARDING U. GREENE, Chairman
School Building Advisory Committee

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent presented copies of the recommended budget for the School Department for the year 1965.

There being no objection the chairman ordered placed on the 'calendar' bids received for library furniture, science furniture, lathes for Rindge Tech., and for cleaning athletic equipment.

On motion by Mr. Olesen it was voted to adopt the Superintendent's recommendation that Mrs. Maureen R. Palmer, teacher at the Fitzgerald School, be granted Maternity Leave of Absence from December 31, 1964 to September 1, 1966, in accordance with the rules of the School Committee.

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that the Cambridge School Committee endorse the joint project between the Department of Social Dentistry of Tufts University School of Dental Medicine and the Cambridge School System in cooperation with the Cambridge Health Department as set forth in detail in the following communication from Tufts University, School of Dental Medicine, dated November 25, 1964:

TUFTS UNIVERSITY
School of Dental Medicine

November 25, 1964

Mr. John Tobin
Superintendent of Schools
Cambridge School Department
1700 Cambridge Street
Cambridge, Massachusetts 02138

Dear Mr. Tobin:

This letter is to confirm a joint project between the Department of Social Dentistry of Tufts University School of Dental Medicine and the Cambridge school system and in cooperation with the Cambridge Health Department.

As a general introduction, the program is concerned with development of proper health attitudes, behaviors, and values in the school child. The responsibility for prevention of disease, correction of physical impairments and the building of a health environment is shared among the school administrators, teachers, and members of the health team.

Dental health education is a part of total health instruction, with classroom teachers being in the unique position of being able to influence children to desire good oral hygiene and regular dental care. These teachers need guidance and assistance of dental hygienists and health educators, however, if they are to accomplish this task.

The objectives of the program are:

1. To create a greater awareness and interest among school administrators and teachers on dental health and related educational efforts.

2. To construct a program which will integrate dental health instruction into the school curriculum through the development of materials designed to aid the teachers in preparing, presenting, and teaching dental health.
3. To extend the school program to include members of the community: parents, local health departments, and all professional organizations concerned with the health of school children.

The operational plan of this program is: In December, 1964, two health educators, Mrs. Patricia Cormier and Miss Maureen Walsh, of the Tufts University faculty, Department of Social Dentistry, shall observe classroom teachers at Houghton School for two months, to familiarize themselves with existing curriculum practices in the Cambridge School System. After such observation and study, for the remainder of the school year, the two educators shall work with administrators and teachers in an effort to integrate dental health instruction into the planned school curriculum. Lesson plans relative to preventive dentistry, diet, dental service, the structure and function of teeth, the care of teeth, and facts and fallacies concerning toothbrushes, toothpastes and mouth rinses, shall be constructed by teachers and student hygienists together.

This program will be evaluated by:

1. Determining the utilization of dental service by the teachers, children, and parents at Houghton School.
2. A change in attitude of teachers, children, and parents as indicated by the use of questionnaires (to be developed in collaboration with psychology staff from the Department of Social Dentistry, Tufts University).

The personnel involved in this project are:

Program Coordinator: Mrs. Patricia Cormier, R.D.H., B.S., Director of Student Auxiliary Personnel, Tufts University School of Dental Medicine

Health Educator: Miss Maureen Walsh, R.D.H., B.S., Department of Social Dentistry, Tufts University School of Dental Medicine

Consultants: Donald B. Giddon, D.M.D., Ph.D., Associate Professor and Chairman, Department of Social Dentistry, Tufts University School of Dental Medicine

Benjamin Sachs, M.D., Commissioner of Public Health, Cambridge

Marjorie Young, Sr., B.D.M., M.P.H., D.R.P.H., Associate Professor of Health Education, Harvard University, Cambridge

Miss Louisa Hord, R.D.H., B.B., Director of The Forsyth School for Dental Hygienists, Boston

Jane Moosbruker, Ph.D., Instructor in Psychology, Department of Social Dentistry, Tufts University School of Dental Medicine

If this program is acceptable to you, I would appreciate letter of approval from your office.

Sincerely,

Donald B. Giddon, D.M.D., Ph.D.
Associate Professor and Chairman
Department of Social Dentistry

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

Question came on a motion offered jointly by Mr. Fitzgerald and Mr. McMahon at the meeting of November 17, 1964, that Whereas, motions offered separately by them, but at the same meeting of June 30, 1964, proposing a 10% increase in salary for all civil service employees, failed of adoption, and Whereas, each of us compromised and voted for an 8% increase in salary for all civil service employees with the understanding that if all employees in every other department of the city were granted a 10% increase in salary, the 8% increase voted would be adjusted to 10%, and Whereas, all civil service employees in every other department of the city have been granted a 10% increase in salary, therefore be it Moved, that all civil service employees of the Cambridge School Department be granted an additional 2% increase in salaries in effect August 31, 1964 (over and above the 8% increase already granted), said additional increase to be effective September 1, 1964. Mr. Solomons moved to amend by striking out the words "effective September 1, 1964" and substituting therefore the words "effective January 1, 1965." On motion by Mr. Fitzgerald it was voted that the matter be tabled until the next meeting.

Question came on a motion by Mr. Olesen, presented at the meeting of November 17, 1964, that the School Committee consider reducing the number of steps in the Teacher Salary Schedule from the present twelve steps to nine steps. On motion by Mr. Fitzgerald it was voted that the motion be laid on the table.

Tabled Matters:

On motion by Mrs. Ackermann it was voted to take from the table the report of the special sub-committee appointed to confer with members of the Cambridge Mental Health Association relative to a financial relationship with the School Committee. Mrs. Ackermann moved that the report be accepted as presented and the recommendations contained therein be adopted. Dr. Robert Reid, representing the Cambridge Mental Health Association outlined the requirements of his association and explained in detail the work they are doing. Mr. Olesen moved to amend the report by inserting "No fee will be expected from any child or parent referred to the Mental Health Association by any of the Cambridge schools." On the following roll-call the amendment failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay"; Mr. Fitzgerald "Present". Mr. Duehay moved to amend the report by inserting "No fee above 25¢" shall be charged any child referred by the Cambridge School Department. Mr. Olesen moved to amend the amendment by striking out the words "shall be charged" and inserting in place thereof the words "shall be expected" and, further, by striking out the words "Cambridge School Department" and substituting therefore the words "Cambridge schools". On the following roll-call the amendment in the second degree was adopted: Mrs. Ackermann, Mr. McMahon, Mr. Olesen and Mayor Crane voting "Yea"; Mr. Duehay and Mr. Solomons voting "Nay"; Mr. Fitzgerald "Present".

It was then voted to adopt Mr. Duehay's amendment as amended by Mr. Olesen. A motion by Mr. Fitzgerald to further amend the report by striking out the words "$16,675." and substituting therefore the words "$10,000." failed of adoption on the following roll-call: Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Olesen and Mayor Crane voting "Nay". It was then voted on the following roll-call that the report of the special sub-committee appointed to confer with members of the Cambridge Mental Health Association relative to a financial relationship with the School Committee, as amended and set forth in detail below, be accepted and the recommendations contained therein be adopted: Mr. Duehay, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Fitzgerald and Mr. McMahon "Present":

The special sub-committee of the School Committee, appointed to confer with members of the Mental Health Association and certain city officials on the request of the Mental Health Association for a financial relationship with the Cambridge School Committee, met first on Wednesday, October 7, 1964. Present: Mrs. Ackermann, chairman; Mr. Fitzgerald and Mr. Solomons, and City Manager John J. Curry. Dr. Dunning, Dr. Reid, Mr. Dyer and Mr. Stockwell represented the Cambridge Mental Health Association, and explained the work of the clinic.

The clinic treats children seventeen years of age and under, exclusively from Cambridge, who have emotional disturbances. It is the only such outpatient clinic in Cambridge.

Since it was started in 1954 it has been supported partly by the State, the Federal government and partly by private donations. The State has paid all professional salaries in full, the Federal government provides funds for research only, while the Mass. Mental Health Association, a red feather agency, has paid most of the housekeeping and clerical expenses. The rest has been raised by private solicitation.

In 1958 enabling legislation was passed to allow such clinics to be supported in part by local tax money. The Mass. Mental Health Association has announced that it will cut its aid in half in 1964. At the same time, the State has offered to increase the budget for professional staff to help take care of the children on the waiting list.

The State will pay $146,000., for the salaries of two full-time psychiatrists, six part-time psychiatrists, eleven full-time psychologists and social workers, four part-time psychologists and social workers, and a nursery school teacher. For this staff the housekeeping and clerical services budget would be $29,000. The Cambridge Guidance Center will have a deficit of $19,000.00 which it is asking the Cambridge School Department to make up.

At least 47 cities and towns in Massachusetts now give some tax support to local guidance centers, including Brookline, Somerville, Arlington, Lexington, and Waltham. Of these, approximately two-thirds pay through the Board of Health. The other one-third pays through the local School Department.

At the conclusion of this meeting the School Committee subcommittee requested the clinic to prepare certain financial statements and sample contracts which they have submitted for our consideration.

The Second meeting of the subcommittee was held on Monday, November 16, 1964. Present: Mrs. Ackermann, chairman; Mr. Fitzgerald and Mr. Solomons.

It was recommended unanimously that the following contract be entered into with the Center, subject to the approval of the City Solicitor, except that the exact sum of money involved was not agreed on. However, a majority of the members of the special committee recommend that the Cambridge School Department agrees to pay the Cambridge Mental Health Association at the rate of $1.00 per school child of the City of Cambridge, it being recognized that the school population of Cambridge is currently approximately $16,675. Such payment will be made in twelve approximately equal installments and the total amount not to exceed $16,675.00. It is further recommended that it be the policy of the Cambridge School Department to cooperate in every way possible with the Mental Health Center and make full use of its services. No fee above 25¢ shall be expected of any child referred by the Cambridge Schools. (amendment added 12/1/64)

FORM OF AGREEMENT

THIS AGREEMENT, entered into the First day of January, 1965, by and between the Cambridge School Department of the City of Cambridge, County of Middlesex and Commonwealth of Massachusetts, hereinafter called the "School Department" and the Cambridge Mental Health Association, a Massachusetts corporation, incorporated December 15, 1954, under General Laws, Chapter 180, as a charitable corporation and a chapter member of the Massachusetts Mental Health Association, having its sole place of activity in Cambridge, County of Middlesex and Commonwealth of Massachusetts, hereinafter called "Association". In connection with the authority of the parties to enter into this agreement reference is made to Chapter 40, Sec. 5, Clause 40C and other applicable sections, pertaining thereto, of the Massachusetts General Laws.

WITNESSETH:

WHEREAS, The Association was formed in 1954 in response to the growing need for mental health facilities in Cambridge, and having established an out-patient Children's Clinic under the name of Cambridge Guidance Center, the Association's activities have increased in number and in depth; and

WHEREAS, The Cambridge Guidance Center sponsors the most far-reaching medical service for Cambridge school children in diagnosing and treating emotional illnesses under the directorship of the Association, and the Association by means of its Guidance Center has the facilities and medical staff necessary to meet the mental health needs of the children of Cambridge; and

WHEREAS, the Association has had increasing difficulty in raising funds to meet the expanding needs of this community and the Association's contemplated budget for secretarial salaries, rent and housekeeping of the Cambridge Guidance Center's $29,000.00 for the fiscal year 1965, a substantial portion of which the Association must obtain from local tax money in order to continue an adequate program in the Cambridge Guidance Center; and

WHEREAS, The School Department recognizes the fact that the Cambridge Guidance Center's activities are exclusively maintained for children of Cambridge citizens attending public, private and parochial schools of said city, and the School Department desires to make use of the facilities of the Association's Cambridge Guidance Center in order to meet the mental health needs of the children of Cambridge.

NOW, THEREFORE, The School Department and the Association covenant and agree as follows:

1. The School Department agrees to pay the Association at the rate of One Dollar ($1.00) per school child of the City of Cambridge, it being recognized that the school population of Cambridge is currently approximately 16,675. Such payment will be made in twelve (12) approximately equal installments commencing on the first day of January, 1965.

2. The Association agrees: No fee above 25¢ shall be expected of any child referred by the Cambridge schools.

(a) furnish to the fullest extent possible mental health services to the children of the City of Cambridge, and their parents as may be required, including but not limited to outpatient mental health and psychiatric services in accordance with standards established by the Massachusetts Department of Mental Health.

(b) furnish equipment, supplies and professional personnel meeting standards consistent with the standards established by the Massachusetts Department of Mental Health;

(c) furnish quarters adequate for the provision of such services, such quarters now being located at Number 5 Sacramento Street in said Cambridge;

(d) furnish annually to the School Department a detailed report of its activities for the past year, a detailed annual budget for the forthcoming year, and any other statistics which the School Department may reasonably request, and, further, that the accounts of the Association shall be subject to periodic audit by the School Department.

(e) furnish the School Department monthly and annual activity reports regarding the mental health program, procedures, service statics, and other program evaluation information as reasonably requested;

(f) and in general cooperate with the School Department in all matters involving the mental health of school children in the City of Cambridge and shall furnish to the Superintendent of Schools, whenever ethically feasible, the names and addresses of all patients interviewed together with the diagnosis and prognosis, which information shall be kept strictly confidential.

3. This agreement shall commence on the first day of January 1965 and shall terminate on December 31, 1965.

IN WITNESS WHEREOF, the parties have signed and sealed this agreement as of the day and year first written above.

Respectfully submitted,

BARBARA ACKERMANN, Chairman

Awaiting Report:

Conforming to an order that he report on a motion "That all personnel that travel from school to school in the course of official duties, have a choice of being reimbursed by MTA tokens or on a mileage basis, and that the Superintendent recommend at the next meeting a standard for payment by mileage commensurate with what is paid in nearby cities and towns", the Superintendent recommended that all personnel presently authorized to receive travel reimbursement in the form of MBTA token be authorized a choice of the tokens or of reimbursement at the rate of eight (8) cents per mile for travel required during school hours in the performance of scheduled assignments. Mrs. Ackermann moved that the Superintendent's recommendation be adopted. There being no objection the chairman ordered the motion placed on the 'calendar'.

Conforming to an order that the Superintendent of Schools and the Secretary of the School Committee study and report at the first meeting in December, a revised Teachers' Salary Schedule which will bring into line, percentagewise, salary increases granted teachers as compared to salary increases granted other city employees, the Superintendent presented the following recommended revised Teachers' Salary Schedule:

December 1, 1964

— IN SCHOOL COMMITTEE —

> Meeting of November 17, 1964 — It was voted to adopt a Motion offered jointly by Mr. Fitzgerald and Mr. McMahon that the Superintendent of Schools and the Secretary of the School Committee study and report at the first meeting in December, a revised Teachers' salary schedule which will bring into line percentagewise salary increases granted teachers as compared to salary increases granted other city employees."

In compliance with the above Motion I desire to submit the following report:

The Superintendent recommends that, effective January 1, 1965 the salary schedule for teachers be as follows:

Appointment salary	$5,300.00
1st Step	5,500.00
2nd Step	5,700.00
3rd Step	6,000.00
4th Step	6,300.00
5th Step	6,600.00
6th Step	6,900.00
7th Step	7,200.00
8th Step	7,500.00
9th Step	7,800.00
10th Step	8,100.00
11th Step	8,400.00

The basis for computation of salaries for personnel on a ratio schedule will be the maximum salary on the teacher's schedule.

Additional increments for teachers with a Master's Degree, a Master's Degree plus thirty semester hours and a Doctorate Degree will be those established by vote of the School Committee on June 30, 1964.

Requisites for the award of additional salary increments will be those established by the vote of the School Committee on June 30, 1964.

NOTE: The tables appended provide a basis of comparison.

	Teachers Salary Schedule Jan. 1, 1964	Teachers Salary Schedule Sept. 1, 1964	% of Increase	Proposed Teachers Salary Schedule Jan. 1, 1965	% of Increase
Appt.	$4,900.00	$5,100.00	4.1	$5,300.00	8.2
Step 1	$5,100.00	$5,300.00	3.9	$5,500.00	7.8
Step 2	$5,300.00	$5,500.00	3.8	$5,700.00	7.5
Step 3	$5,600.00	$5,800.00	3.6	$6,000.00	7.1
Step 4	$5,900.00	$6,100.00	3.4	$6,300.00	6.8
Step 5	$6,200.00	$6,400.00	3.2	$6,600.00	6.4
Step 6	$6,500.00	$6,700.00	3.1	$6,900.00	6.2
Step 7	$6,800.00	$7,000.00	2.9	$7,200.00	5.9
Step 8	$7,100.00	$7,300.00	2.7	$7,500.00	5.6
Step 9	$7,300.00	$7,600.00	4.1	$7,800.00	6.9
Step 10	$7,500.00	$7,900.00	5.3	$8,100.00	8.0
Step 11	$7,700.00	$8,200.00	6.5	$8,400.00	9.1

NOTE: Base for computation of % of increase is the salary schedule in effect January 1, 1964.

Mr. Duehay moved adoption of the Superintendent's recommended Revised Teachers' Salary Schedule as set forth above. A motion by Mr. Olesen to refer the recommendation to the 1965 Budget failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". Mr. Olesen then placed objection against action on Mr. Duehay's motion at this meeting and the chairman ordered the motion placed on the 'calendar'.

NEW BUSINESS

It was voted to adopt the following order presented by Mr. Duehay:
ORDERED:

That, having taken into consideration the recommendations of the School Building Advisory Committee, the School Committee transmits to the City Manager, to the City Council and to the Planning Board, the following projects for new school building in Cambridge:

Combined Putnam-Thorndike School

Houghton School

Combined Haggerty-Russell School

These projects are in the judgment of the School Committee all of the same high priority and deserve simultaneous action now. Therefore, the City Manager is respectfully requested to take immediate action on these projects by hiring architects, by making final arrangements with the City Council for bond issues, and by taking all other necessary steps as quickly as possible.

The City Manager is requested to terminate arrangements earlier requested by the School Committee for an addition to the Haggerty School.

The Superintendent of Schools is directed to confer with the City Manager and the Planning Director and to recommend to the School Committee forthwith final and complete site plans for these projects.

The Superintendent of Schools is further directed to prepare forthwith educational specifications for these new schools for approval by the School Committee, and thence for transmission to the architect and to the City Manager, taking into account current trends in building school plants.

Copies of this motion shall be sent for appropriate action to the City Council, the members of the School Building Advisory Committee, and the Planning Director.

On motion by Mr. Olesen it was voted that the School Committee request the City Manager to direct the City Solicitor to prepare and file with the Massachusetts General Court (sufficiently in time for consideration at the 1965 session) legislation which will permit the Cambridge Water Board to release to the City the land situated at Fresh Pond Parkway and Huron Avenue, to be used as a site for a public school building in the event that the school expansion program requires such action and the School Committee approves the site. The rules having been suspended, Mr. Olesen moved reconsideration of the foregoing vote, hoping same would not prevail. The motion to reconsider, failed of adoption.

On motion by Mr. Olesen it was voted that the School Committee commend the Cambridge Police Department for their quick and efficient action at the football game at Russell Field on Thanksgiving Day.

On motion by Mr. Solomons it was voted that because there was a more than ordinary disturbance at the Rindge-High & Latin football game on Thanksgiving Day which was attributed to teen-age drinking, and because all agencies including the school have a responsibility in this matter of teen-age violence, the Superintendent recommend steps the School Department can take to curb flagrant acts of mis-conduct and violence.

On motion by Mrs. Ackermann it was voted that the Superintendent be asked to form a faculty committee to explore new ways of setting up parent-teacher conferences to make them more pleasant, more private and more efficient.

On motion by Mr. Solomons it was voted that the Cambridge School Committee file a bill in the legislature "That the State of Massachusetts provide the necessary funds to carry all the expenses (professional staff, housekeeping and clerical) of the Mental Health Guidance Centers established in the State".

It was voted to convene in executive session.

The Superintendent recommended approval of a request received from the Supervisor of Cafeterias that three additional cafeteria workers be employed. The Superintendent recommended that civil service be requisitioned for a list of persons eligible to fill three positions of cafeteria workers. On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation.

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation (by roll-call vote) that Thomas E. Smith, teacher at the Rindge Technical School, be granted leave of absence because of illness, without loss of salary, from December 17, 1964, for a period of twenty days, except that the amount paid shall be less $14.00 per day to which he is entitled from the Washington National Insurance Co.: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald "Absent".

Mr. Thomas Burns, teacher at the High & Latin School, appeared before the committee with relation to his teacher assignments. It was unanimously agreed to hold this matter in abeyance.

There being no objection the chairman ordered laid on the table a motion by Mr. Olesen that the chairman appoint a special sub-committee of three members of the School Committee to confer with Police Authorities to determine whether any further action should be taken to prevent future unpleasant demonstrations.

On motion by Mr. Solomons it was voted to reconvene in regular session.

On motion by Mr. Solomons it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE

(Official Report)

Tuesday, December 15, 1964

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Having filed the proper notice required by the rules, Mr. Fitzgerald moved reconsideration of the vote taken at the meeting of December 1, 1964, adopting the report of the special sub-committee appointed to confer with members of the Mental Health Association and certain city officials relative to a financial relationship with the Cambridge School Committee, (presented and spread upon the minutes of the meeting of November 17, 1964). At the conclusion of the discussion Mr. Fitzgerald asked and received unanimous consent to withdraw his motion "to reconsider".

Communication was received from the Cambridge Teachers Association requesting permission to have Mr. Thomas Smyth, Chairman of the Salary Committee, appear before the committee at this meeting. On motion by Mr. Fitzgerald it was voted to grant permission as requested and that the hearing be deferred until "Unfinished Business".

On motion by Mr. Duehay it was voted to make part of the minutes, and refer to the School Building Advisory Committee, the following communication from the City Council:

— In City Council —

November 30, 1964

WHEREAS: Cambridge has need of a long-range Capital Improvement Plan, therefore be it

ORDERED: That the City Manager request the School Committee to submit a school building program covering the next five years to ten years, said program to contain a set of priorities and estimated costs. This program to be submitted to the City Council by March 15, 1965.

THOMAS M. McNAMARA, City Clerk

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

The Superintendent regretfully reported the death, on December 10, 1964, of Lillian F. McKeever, teacher at the Longfellow School, and a member of the faculty for thirty-four years. On motion by Mr. Solomons it was voted that the School Committee express their sincere sorrow upon learning of Miss McKeever's death.

The Superintendent presented the resignation of Mrs. Ellen K. Mahlowitz, teacher at the Morse School for one year, effective December 31, 1964. On motion by Mr. Fitzgerald it was voted to accept the resignation.

The Superintendent reported the retirement of Mae E. Sullivan, teacher at the High & Latin School for forty-five years, effective January 31, 1965. On motion by Mr. Fitzgerald it was voted to express to Miss Sullivan the committee's sincere appreciation for her long years of faithful and devoted service.

The chairman ordered placed on the 'calendar' the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY BENEFIC PRESS:
Button Family Series, by McCall
Dan Frontier Series, by Hurley
Sailor Jack Series, by Wassermann
World of Adventure Series, by Bamman & Whitehead
The How Series, by McCall, et al.
Basic Concepts Series, Hackler, et al.
Learning for Living Series, by Samford, McCall, et al.
Civics-American Democracy — We the People, by Richards, Esely

PUBLISHED BY HARCOURT BRACE & WORLD, INC.
Language for Daily Use: Gr. K-6

On motion by Mr. Duehay it was voted on the following roll-call to adopt the Superintendent's recommendation that in addition to sums previously appropriated, the following amounts be appropriated to the accounts indicated:

TO: Schedule	B-39	Services Not Otherwise Coded	$1,200.
	F-13	Labor & Materials — Bldgs.	5,000.
	G- 7	Furniture & Furnishings — Classroom Furniture	2,000.
			$8,200.

— said sums to be provided by transfer from the following accounts:

FROM: Schedule	B- 2	Postage	$1,325.
	B- 4	Transportation of Persons	620.
	B- 5	Cartage & Freight	1,000.
	B-10	Rental	500.
	B-11	Insurance	500.
	B-13	Communications	1,400.
	B-42	Graduation Expenses	373.
	B-44	Travel Outside State	1,230.
	F- 2	Tuition to Other Cities	1,000.
	F-17	Psychiatric Consultant	252.
			$8,200.

Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent presented bids for furnishing milk and ice cream to the school cafeterias. On motion by Mr. Olesen it was voted on the following roll-call that the contract for furnishing milk be awarded to H. P. Hood & Sons at a price of .0545 per half pint of milk; and that the contract for furnishing ice milk bars be awarded to H. P. Hood & Sons at a price of 41¢

per dozen: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Solomons it was voted that the Superintendent investigate the quality of education at the Abraham Lincoln School and report his recommendations to the School Committee.

REPORTS OF COMMITTEES

On motion by Mr. Fitzgerald it was voted that the following report of the Committee on Buildings & Grounds be approved and the recommendations contained therein be adopted:

COMMITTEE ON BUILDINGS & GROUNDS

Tuesday, December 8, 1964

Present: Mr. Fitzgerald, Chairman; Mr. Duehay and Mr. Solomons.

The Chief Custodian advised the committee that the cost for replacing broken window glass in all the schools for the year 1963 was $2,157.60 exclusive of labor; the cost for the year 1964 was $1,313.35, plus $2,600.00 for skylight domes.

It was voted to recommend that the City Manager be requested to rehabilitate the public shower baths at the Roberts School as soon as possible.

It was voted to recommend approval of bills for overtime work performed by Arnold Nelson and Edward Rigione, three hours each for a total of $13.32 each.

It was voted to requisition civil service for a list of persons eligible to fill two positions of junior building custodian.

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

Question came on a motion presented by Mr. Duehay at the meeting of December 1, 1964 "to adopt the proposed new Teachers' Salary Schedule as recommended by the Superintendent of Schools". Mr. Thomas R. Smyth, teacher at the M. E. Fitzgerald School and a member of the Teachers' Association Salary Committee appeared before the committee and presented views of the Association on present and future salary schedules. A motion by Mr. Olesen to refer the proposed new salary schedule to the budget, failed of adoption on the following roll-call: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay". Mr. Olesen moved to amend the proposed new salary schedule by striking out the words "Appointment Salary $5,300." and substituting therefore the words "Appointment Salary $5,800." On the following roll-call the amendment failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay". A motion to amend the proposed new Teachers' Salary Schedule, by Mr. Olesen, by adding "The minimum salary for provisional teachers shall be $5,500., and the minimum salary for permanent teachers shall be $5,700.," failed of adoption on the following roll-call: Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay". It was then voted on the following roll-call to adopt Mr. Duehay's motion "That the proposed new Teachers' Salary Schedule as recommended by the Superintendent of Schools, and set forth below, be adopted": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay":

> Effective January 1, 1965, the salary schedule for teachers shall be as follows:

Appointment Salary	$5,300.
1st Step	5,500.
2nd Step	5,700.
3rd Step	6,000.
4th Step	6,300.
5th Step	6,600.
6th Step	6,900.
7th Step	7,200.
8th Step	7,500.
9th Step	7,800.
10th Step	8,100.
11th Step	8,400.

> The basis for computation of salaries for personnel on a ratio schedule will be the maximum salary on the teacher's schedule.
> Additional increments for teachers with a Master's Degree, a Master's Degree plus thirty semester hours and a Doctorate Degree will be those established by vote of the School Committee on June 30, 1964.
> Requisites for award of additional salary increments will be those established by the School Committee on June 30, 1965.

Tabled Matters:

On motion by Mrs. Ackermann it was voted to take from the table the Superintendent's report on revising the recruiting and hiring policies as presented at the meeting of October 20, 1964. There being no objection the chairman ordered placed on the "Calendar" a motion by Mrs. Ackermann to adopt the recommendations contained in the report "(1) That the present classification system for elementary school applicants, ie. a separate list in each of the following: kindergarten, primary grades, grades 4-6, and grades 7-8, be changed to two lists, one early childhood (Kg.-Grade 3), one elementary (Grades 4 through 8)." and "(2) The time limitation on the National Teacher Examinations be eliminated." and, further, to refer back to the Superintendent for further study Recommendation No. 3 as follows:

> 3. All candidates who qualify under either the present regular appointment plan or the provisional appointment procedure will be placed on the same list under the following rules:
> a. The National Teacher Examinations will be taken by all candidates prior to recommendation for appointment. A minimum score of 550 points in the Common Examination and of 50 points on the Optional Examination will be essential for qualification.

b. Academic record (or work experience for shop teachers) will be evaluated. The maximum score on this section would be 20 points.

c. An evaluation interview will be held. A maximum score on this section would be 20 points, a minimum score of 12 points will be necessary for qualification.

Applicants who have qualified will then be awarded points for successful experience (classroom teaching) based upon the following:

1. Two points will be awarded for each successful year of teaching up to three years	6 points
2. Another point will be awarded for each additional year up to four years	4 points

Veterans will be awarded an additional five points.

On motion by Mrs. Ackermann it was voted to take from the table and refer to the budget a motion presented at the meeting of November 9, 1964 "that in conformity with the Superintendent's report of October 1, 1964, recommending additional personnel, the Superintendent take the necessary steps to engage the services of two additional School Adjustment Counselors".

On motion by Mr. McMahon it was voted to take from the table a motion presented at the meeting of December 1, 1964, and offered jointly by Mr. Fitzgerald and Mr. McMahon "that Whereas, motions offered separately by them, but at the same meeting of June 30, 1964, proposing a 10% increase in salary for all civil service employees, failed of adoption, and Whereas, each of us compromised and voted for an 8% increase in salary for all civil service employees with the understanding that if all employees in every other department of the city were granted a 10% increase in salary, the 8% increase voted would be adjusted to 10% and Whereas, all civil service employees in every other department of the city have been granted a 10% increase in salary, Therefore Be It, Moved, that all civil service employees of the Cambridge School Department be granted an additional 2% increase in salaries in effect August 31, 1964 (over and above the 8% increase already granted), said additional increase to be effective September 1, 1964" and a proposed amendment to the motion by Mr. Solomons by striking out "September, 1964" and substituting therefore the words "January 1, 1965". On the following roll-call it was voted to adopt Mr. Solomons amendment making the effective date January 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Nay". On the following roll-call it was then voted to adopt the motion, as amended, "That all civil service employees of the Cambridge School Department be granted an additional 2% increase in salaries in effect August 31, 1964 (over and above the 8% increase already granted), said additional increase to be effective January 1, 1965": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Olesen it was voted to take from the table the motion presented at the meeting of December 1, 1964 "That the chairman appoint a special sub-committee of three members of the School Committee to confer with Police Authorities to determine whether any further action should be taken to prevent future unpleasant demonstrations." Mr. Olesen moved adoption of the motion. Mr. Olesen then moved to amend the motion by striking out the words "three members of the School Committee" and substituting therefore the words "Assistant Superintendent of Schools for secondary schools, the Assistant Headmaster of the senior class at High & Latin School, the dean in charge of senior girls at High & Latin School and the Assistant Headmaster in charge of junior and senior students at Rindge Technical School." After considerable discussion Mr. Olesen asked and received unanimous consent to withdraw his amendment and his motion and offered the following substitute motion: "That the chairman appoint a special subcommittee of four members of the School Department to confer with police authorities to determine whether any further action should be taken to prevent future unpleasant demonstrations, said four members of the department shall be the Assistant Superintendent of Schools for secondary schools, Mr. Conley; the Assistant Headmaster in charge of seniors at High & Latin School, Mr. Frank Frisoli; the Assistant Headmaster in charge of seniors at Rindge Technical School, Mr. William Kelleher; the Dean of senior girls at High and Latin School, Miss Olive Lynch". Mr. Solomons moved to amend the substitute motion by adding "and/or any other personnel that the Superintendent may wish to name". On the following roll-call the amendment prevailed: Mrs. Ackermann, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mr. Solomons voting "Yea"; Mr. Duehay and Mayor Crane voting "Nay". Mrs. Ackermann then moved to amend the motion as amended by striking out the words "the chairman appoint" and substitute therefore the words "the Superintendent appoint" and further by striking out, after the word "demonstrations" the remainder of the motion as amended so that the motion in its entirety shall read: "The Superintendent shall appoint a special sub-committee of four members of the School Department to confer with police authorities to determine whether any further action should be taken to prevent future unpleasant demonstrations". On the following roll-call it was voted to adopt Mrs. Ackermann's amendment: Mrs. Ackermann, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Duehay "Present"; Mr. Olesen and Mayor Crane voting "Nay". On the following roll-call it was then voted to adopt the motion as amended "The Superintendent shall appoint a special sub-committee of four members of the School Department to confer with police authorities to determine whether any further action should be taken to prevent future unpleasant demonstrations": Mrs. Ackermann, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Duehay and Mayor Crane voting "Nay"; Mr. Olesen "Present".

A motion by Mr. Olesen to take from the table the motion "that the School Committee consider reducing the number of steps in the Teacher Salary Schedule from the present twelve steps to nine steps" failed of adoption on the following roll-call: Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay".

On motion by Mrs. Ackermann it was voted to take from the table and refer to the budget the Superintendent's report on reimbursing personnel that travel from school to school by MTA tokens or on a mileage basis.

On motion by Mr. Fitzgerald it was voted to take from the table and refer to the budget bids received for library furniture; science furniture; lathes for Rindge Tech; cleaning athletic equipment.

Awaiting Report:

On motion by Mrs. Ackermann it was voted to take from the table and place on file the motion to refer to the Superintendent for further report No. 3 of Major Recommendation "Selection Committee for Screening Guidance Counselors applicants composed of the Assistant Superintendents, headmaster, director of pupil service; and the motion to refer to the Superintendent for further report No. 6 of Major Recommendations "Screening Committee should be augmented by the Assistant Director of Pupil Services and Headmasters or Masters for counseling positions.

NEW BUSINESS

The Superintendent presented a Plan For A Technical Institute At The XIII and XIV Grade Levels-Rindge Technical School, set forth in its entirety below. Mr. Solomons moved adoption of the plan as outlnied. It was voted to lay Mr. Solomons' motion on the table:

Rindge Technical School

PLAN FOR A TECHNICAL INSTITUTE

AT THE XIII & XIV GRADE LEVELS

The two-year Technical Institute is intended to extend the system of public education for those young men and young women of Cambridge who can profit from instruction offered at the level of higher learning. It is planned as a day school which will be in session thirty hours per week for thirty-eight weeks. The aims of the Institute are twofold.

In the first instance, it aims to offer a program of cultural and technical studies which will enable a student to continue his education beyond the two post-high school years if the inclination and opportunity make it feasible for the individual to continue.

The alternative is to make available to the student a program which may be considered terminal education and from which, upon graduation, a person would be qualified to obtain employment in his chosen field.

Either of these objectives can be attained by a course of study which offers the proper balance in general education and specific training for a career. The immediate need in science and industry is for engineering technicians, but technicians of all grades are in demand. In the case of engineering technicians, they are regarded by Dr. Kelley, Deputy Director of N.A.S.A., as the most valuable people serving the entire field of science and engineering. This attitude is commonly held by many other people who are in a position to evaluate the contributions made by this grade of technician.

After consultation with members of the Advisory Committee of the Rindge Technical School and officers of the Massachusetts Department of Education, it was decided that the best course for Cambridge was to offer a two-year course in Electronic Technology and a program of similar length in Chemical Technology. The choice of technical areas was decided upon because the courses could be established by using the facilities of the Rindge Technical School.

Admission Requirements:

Applicants should be graduates of a high school. They must have completed the following subjects:

1. Four years of English
2. Three years of mathematics
3. Two units in science
4. Two units in history

As an additional aid in making a selection of students it is suggested that appropriate tests of aptitude and ability be given to all applicants. As to the possible number of applicants to be admitted in the first year, a maximum of fifty seems, on the basis of experience, to be a reasonable number and our budget estimates are based roughly on that number of students.

In calling attention to the following topics we indicate the practices followed by other technical institutes. The procedures are intended to be of assistance in formulating the policies which will govern grades thirteen and fourteen in the Rindge Technical School.

Faculty

The members of the staff should be sought out and selected on the strength of their training, their capabilities and their personal fitness. They may be educators or people professionally trained for the subjects they are going to teach. When engaging the teacher of a technical subject there should be no requirement that the individual must have prior experience in the industrial field. If there is need for training in education for persons who come into teaching directly from college or with a background of experience in industry, this deficiency can be remedied through in-service training.

Salaries

The salaries of teachers selected to instruct at the grade thirteen and fourteen level generally carry a differential over those of teachers in grades nine through twelve, and the number of steps to maximum are fewer. Part-time instructors' salaries are pro rata.

Tuition

In some technical institutes there is a moderate tuition charge for those who reside in the community; in other schools there is no charge. It is common practice to charge those students who come from other communities a larger tuition fee.

Fees

Laboratory fees and general supplies are charged to the student in some areas while in other instances they are furnished to him at no cost.

Books

Textbooks may be furnished by the community or they may be bought by the students. It is more often the case that textbooks are purchased outright by the students rather than loaned by the community.

The following pages give a tentative list of courses and distribution of time. This is followed by a budget estimate for the months of September, October, November and December 1965.

PROPOSED CURRICULUM in CHEMICAL TECHNOLOGY

C = Class Hours L = Laboratory Hours

FIRST YEAR

First Term	C	L	Second Term	C	L
English I	4	0	Technical Writing I	3	0
Physics I	2	4	Physics II	2	4
Mathematics I	3	0	Mathematics II	4	0
General Chemistry I	5	6	General Chemistry II	5	6
Electricity I	2	3	Electricity II	2	3

SECOND YEAR

First Term	C	L	Second Term	C	L
Technical Writing II	2	0	Humanities	4	0
Mathematics III	3	0	Qualitative Analysis I	2	4
Organic Chemistry I	4	6	Organic Chemistry II	2	4
Economics I	4	0	Economics II	2	0
Electricity III	3	2	Quantitative Analysis II	2	4
Quantitative Analysis I	2	4	Stoichiometry	4	0

PROPOSED CURRICULUM in ELECTRICAL TECHNOLOGY

C = Class Hours L = Laboratory Hours

FIRST YEAR

First Term	C	L	Second Term	C	L
English I	3	0	English II	3	0
Mathematics I	5	0	Mathematics II	4	0
Physics I	4	2	Physics II	4	2
Electricity I	5	6	Electricity II	5	6
Mechanical Drawing	0	4	General Chemistry I	2	4

SECOND YEAR

First Term	C	L	Second Term	C	L
Humanities I	3	0	Humanities II	3	0
Mathematics III	4	0	Mathematics IV	3	0
Electronics I	2	4	Electronics II	3	6
D. C. Machinery	2	4	A. C. Machinery	3	6
General Chemistry II	2	4	Economics II	2	0
Economics I	4	0			

COST ESTIMATE FOR TECHNICAL INSTITUTE CHEMISTRY LABORATORY

Laboratory glassware	$ 4,000.00
Chemicals and reagents	1,500.00
Refitting laboratory as follows:	
New gas cocks	60.00
Re-seal sinks and check traps	250.00
Provide Electrical outlets	500.00
Repair hoods and ducts	500.00
Replacement faucets	300.00
Replace locks on cabinets	300.00
Apparatus as follows:	
Burners	100.00
Stands with rings	200.00
Clamps	150.00
Pneumatic troughs	100.00
Water demineralizer	45.00
Laboratory still	175.00
Porcelain ware	425.00
Brushes	50.00
Eye protectors	150.00
	$ 8,805.00

COST ESTIMATE FOR TECHNICAL INSTITUTE ELECTRONICS LABORATORY

	For material to rebuild and re-arrange existing benches	$ 500.00
	Labor for re-locating electrical outlets and re-building benches	500.00
25	Electronic training sets	4,700.00
6	Power Supplies	600.00
6	Oscilloscopes	1,000.00
6	Audio and Signal generators	1,200.00
6	VOM meters	240.00
6	VTVM meters	300.00
		$ 9,040.00

COST ESTIMATE FOR TECHNICAL INSTITUTE GENERAL ITEMS

Textbooks	$ 2,500.00
Supplies — paper — notebooks etc.	250.00
Reference and resource books	3,500.00
Replace library floor with vinyl asbestos tile	600.00
	$ 6,850.00
Total Cost for Chemistry Laboratory, Electronics Laboratory and General Items	$24,695.00

COST ESTIMATE FOR TECHNICAL INSTITUTE — SALARIES

Salaries for 2 full-time instructors for four months	$ 5,200.00
Salaries for 3 half-time instructors for four months	4,000.00
Salary for one full-time librarian for four months	2,350.00
	$11,550.00

PROPOSED TEACHER QUALIFICATIONS AND CONCEPTUAL SALARY STRUCTURE FOR THE CAMBRIDGE TECHNICAL INSTITUTE

There will be two classes of teachers needed to staff the two post-high school years of instruction, those who will teach in the area of the liberal arts and general education and the second group which will bring a technical and engineering training to their teaching positions.

In the case of teachers whose training is more academic in character we recommend the following minimum requirements:

1. A Master's Degree in the subject area in which a position exists.
2. Three years successful experience as an instructor in this field.

For teachers of technical subjects we propose that the following requirements be met:

1. A Bachelor's Degree in their field of training.
2. That if, at the time of hiring, the applicant does not meet the requirements for teacher certification in Massachusetts, he eliminate this deficiency in a period not to exceed three years.

It is proposed that the minimum salary for full-time instructors be set at $7,200.00 and the maximum at $9,300.00. The maximum salary can be attained in seven steps or increments of $300.00. The increment of $400.00 for the Master's Degree and the additional increase of $200.00 for thirty semester hours of study beyond the Master's Degree should be incorporated in the proposed salary schedule thus making for those who qualify a possible minimum salary of $7,600.00 or $7,800.00 and a possible maximum salary of $9,900.00.

It is further recommended that if a teacher transfers from some other part of the school system to the technical institute, his salary shall be at least the minimum set for teaching at this level.

Where part-time instructors can be obtained from within the school system it is proposed that they be paid at the rate of $6.00 per hour.

The recommended salary for part-time instructors who come from outside the Cambridge school system is $8.00 per hour.

The following procedure is suggested for the hiring of technical institute teachers:

1. The applicants are to be screened by the Board of Examiners and the Director.
2. The Board of Examiners and the Director will then make recommendations to the Superintendent.

The matter of tuition for non-residents should be based upon the cost of instruction.

It is also recommended that the text books be purchased by the students and that a laboratory fee be charged each student.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE

(Official Report)

Tuesday, January 5, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Having filed the proper notice required by the rules, Mr. Olesen moved reconsideration of the vote taken at the meeting of December 15, 1964, adopting the proposed new Teachers' Salary Schedule as recommended by the Superintendent. Mr. Solomons, on a point of order, asked the chair to rule on the legality of the motion to reconsider inasmuch as the maker of the motion be subject to the provisions of the so-called 'conflict of interest' law. The chair stated that the matter of legality is a question for the city solicitor or the attorney general, and the motion to reconsider is in order at this time. On the following roll-call the motion to reconsider failed of adoption: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay".

Notice was received from the Department of Civil Service that conforming to the request of the Cambridge School Committee, a competitive promotional examination has been ordered for the position of Senior Building Custodian and that arrangements will be made to hold this examination at the earliest possible date.

Communication was received from the Cambridge Neighborhood House, Parents Tutoring Committee, asking the School Committee to endorse their tutoring program and requesting that the facilities of the Roberts School be made available to this committee, as well as certain facilities of the Cambridge public schools. Mr. Duehay moved that the matter be referred to the Superintendent with power. Mrs. Ackermann moved to amend by striking out the words "with power" and substituting therefore the words "be referred to the Superintendent for report at the next meeting and the communication be acknowledged with thanks." On the following roll-call it was voted to adopt the amendment: Mrs. Ackermann, Mr. Fitzgerald, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Duehay and Mr. McMahon voting "Nay". It was then voted to adopt the motion as amended.

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

On motion by Mr. Fitzgerald it was voted on the following roll-call that in addition to sums previously appropriated in the 1964 budget, that a sum of $2,000.00 be and the same hereby is appropriated to Schedule F-11 Equipment for Rindge Technical School, said sum to be provided by transfer from Schedule F-10 Science Equipment-Elementary Schools, 1964 budget: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation that students of the Cambridge public school system be permitted to participate on a voluntary basis in the Annual March of Dimes project.

The rules having been suspended, a motion by Mr. Fitzgerald to reconsider the vote transferring funds in the 1964 budget, hoping same would not prevail, failed of adoption.

The Superintendent reported the marriage, on December 26, 1964, of Claire M. Lafferty, teacher at the High & Latin School, to David Driscoll, Jr., and that her name will now appear on our records as Claire M. Driscoll.

The Superintendent recommended that the Superintendent of Schools be authorized to represent the City of Cambridge at the Convention of the American Association of School Administrators to be held at Atlantic City, New Jersey, from February 12, 1965 to February 17, 1965, and that the sum of $200.00 be appropriated and included in the 1965 budget. On motion by Mr. Olesen it was voted to amend the recommendation by adding "that any member of the School Committee who desires to attend the convention may do so". On the following roll-call it was then voted to adopt the recommendation as amended: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Duehay it was voted to adopt the text books recommended by the Superintendent and listed in the minutes of the meeting of December 15, 1964.

It was voted to adopt a motion by Mrs. Ackermann, presented at the meeting of December 15, 1964, that the present classification system for elementary school applicants, i.e., a separate list in each of the following: kindergarten, primary grades, grades 4-6 and Grades 7-8, be changed to two lists, one early childhood (kg.-grs. 3), one elementary (grds. 4 through 8), and that the time limitation on the National Teacher Examination be eliminated, and be it further, voted to refer back to the Superintendent for further study the recommendation that all candidates who qualify under either the present regular appointment plan or the provisional appointment procedure will be placed on the same list under the following rules:

> (a) The National teacher examination will be taken by all candidates prior to recommendation for appointment. A minimum score of 550 points in the common examination and 50 points on the optional examination will be essential for qualification;
>
> (b) academic record (or work experience for shop teachers) will be evaluated. The maximum score on this section would be 20 points;
>
> (c) an evaluation interview will be held. A maximum score on this section would be 20 points, a minimum score of 12 points will be necessary for qualification. Applicants who have qualified will then be awarded points for successful experience (classroom teaching) based upon the following:
>
> (1) Two points will be awarded for each successful year of teaching up to three years — 6 points; (2) another point will be awarded for each additional year up to four years — 4 points. Veterans will be awarded an additional five points.

On the following roll-call it was voted to adopt a motion by Mr. Olesen, presented at the meeting of December 29, 1965, that the contract for furnishing Science Room Equipment be awarded to the lowest responsible bidder,

O. P. Killam & Son, 23 Ivy League Road, Winchendon Springs, Mass., for a total cost of $6,330.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, the motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

Tabled Matters:

On motion by Mr. Olesen it was voted to take from the table his motion that the School Committee consider reducing the number of steps in the Teacher Salary Schedule from the present twelve steps to nine steps. On motion by Mr. Olesen it was voted to refer this matter to the budget.

On motion by Mr. Solomons it was voted to take from the table his motion, presented at the meeting of December 15, 1964, "to adopt the Superintendent's Plan for a Technical Institute at the XIII and XIV Level at Rindge Technical School, same having been spread in its entirety in the minutes of the meeting of December 15, 1964." Mr. Solomons moved adoption of the motion. A motion by Mr. Olesen to amend the Plan by striking out in the paragraph "procedure for hiring of technical institute teachers" the word "Director" wherever it appears and substituting therefore the words "Headmaster", failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". A motion by Mr. Olesen that the section pertaining to the salary structure be referred back to the Superintendent for further study, failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". On motion by Mrs. Ackermann it was voted to amend the plan by adding "all part-time instructors shall be paid at the rate of $8.00 per hour (by roll-call vote): Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mr. Solomons and Mayor Crane "Present". On the following roll-call it was then voted to adopt Mr. Solomons motion "to adopt the Superintendent's Plan for a Technical Institute at the XIII and XIV Level at Rindge Technical School, same having been spread in its entirety in the minutes of the meeting of December 15, 1964 and as amended at this meeting": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present". The rules having been suspended a motion by Mr. Duehay to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

Awaiting Report:

Conforming to an order that he study and report on a proposed amendment to the rules relating to pupil-teacher ratio the Superintendent recommended that the optimum ratio of pupils per teacher in the elementary schools is 26. Whenever a class in Kindergarten through Grade 6 exceeds 34 pupils the Superintendent shall make every effort either to reassign pupils or to divide the class into two sections, each with an assigned teacher. In Grades 7 and 8 the same rule will apply except that the optimum figure shall be 30 and the maximum 38. On a motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation.

Conforming to an order that he submit a list of five distinguished citizens of the City of Cambridge to work as a committee in cooperation with the private and parochial schools in the City of Cambridge on a cooperative education program similar to that program presently in existence in the City of Pittsburg, Pennsylvania, the Superintendent presented the following report:

December 15, 1964

— IN SCHOOL COMMITTEE —

> Motion: That the Superintendent submit at the first meeting in December a list of five distinguished citizens of the City of Cambridge to work as a committee in co-operation with the private and parochial schools in the City of Cambridge on a co-operative education program similar to that program presently in existence in the City of Pittsburgh, Pennsylvania.

In compliance with the above Motion I desire to submit the following report:

"Shared time" as presently understood refers to the use of the facilities of the public schools by pupils enrolled in other than public schools.

In Massachusetts this has been confined to classes in Home Economics and in Industrial Arts and to the use of physical education facilities during after school hours.

In Cambridge the use of the physical education facilities in some of our schools has been approved by vote of the School Committee. The members have not refused any request for the use of available facilities by non-public educational units on the elementary, secondary and collegiate levels.

Pupils from non-public schools have, with the approval of their principals, attended classes in the evening schools and in the summer schools.

In the opinion of a lawyer well qualified in Massachusetts school law a school committee is not obligated to provide facilities for any but full-time pupils so registered in a public school.

There exists also a moot question which has not been decided in a Massachusetts court of law as to whether shared time constitutes an aid to the pupil or to the institution. It is his opinion that if it were considered an aid to the institution it would be illegal. Article 46, Section 2 of the Constitution of Massachusetts as amended is the controlling statute.

Inquiry at the diocesan school department indicates that the elementary curriculum and time allotment allows no leeway in the present schedule for the use of public school facilities. Their secondary schools provide the facilities required for their curriculum.

The Cambridge School Committees have consistently followed a policy of granting the use of public school facilities to non-public schools at the request of the latter. The relationship between the two has been excellent over a period of years.

Inasmuch as the continuing policy of the Cambridge School Committee has over the years met with the approval of the non-public schools, since requests for the use of public school facilities by non-public schools have been consistently approved by the members, since there is at present no evidence of a need for further extension of the use of public school facilities in Cambridge, and since there exist very serious questions as to the legality of such usage it is recommended that the Cambridge School Committee continue its present policy with respect to the use of public school facilities by non-public schools.

JOHN M. TOBIN
Superintendent of Schools

Conforming to an order that he investigate the quality of education at the Abraham Lincoln School and report his recommendation, the Superintendent presented the following report:

December 30, 1964

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

In compliance with the School Committee Order of December 15, 1964, I respectfully submit the following report:

There is no evidence or data to substantiate the complaints brought to the attention of School Committeeman, Mr. Solomons.

Quality of Education

A. Test data for school year 1963-1964 Grade 5

1. Intellectual ability	Median I.Q. 109 Range I.Q. 86 — I.Q. 127
2. Reading Achievement Grade 5.7	Median Grade Equivalent 6.2 Range Grade 4.8-8.7
3. Arithmetic Grade 5.7	Median Grade Equivalent 6.1 Range Grade 4.3-7.5

Children at the Abraham Lincoln School are, therefore, above grade level in two critical areas of instruction. In 1960 the achievement results were almost identical. A consistent pattern of accomplishment does emerge.

B. Primary Instruction

The Director of Primary Instruction, Miss Linehan, when questioned specifically on the quality of education at the Abraham Lincoln, reported that in her judgment the primary education was above average, that it was quality education. As of December 18, each child in grades 2 and 3 is reading at grade level. The Scott-Foresman series revised, i.e. current, is being used as the basal reader. Modern mathematics is being taught. In this area the Lincoln School is serving as a pilot school using the Addison-Wesley series. This program is now in its second year.

C. Follow-up judgments of M. E. Fitzgerald School Master, Mr. Fougere, and Peabody School Master, Mr. D'Arcy.

When youngsters finish the sixth grade at the Lincoln School, they go either to the M. E. Fitzgerald or to the Peabody School for grades 7 and 8. The Masters of both schools have stated without qualification that these Lincoln children fit directly into the new grade, that they are well trained, and that they progress as anticipated in the new situation.

The instructional quality of the education of the students at the Abraham Lincoln is at the same level as all other schools.

The Staff at the Abraham Lincoln

Until the unfortunate accident to Miss White, the staff of the Lincoln School consisted of 9 teachers, all but one of whom was a regularly appointed teacher.[1] Of the regular teachers 7 have achieved tenure. They have been approved as qualified teachers. The eighth teacher has been twice re-elected.

The substitute teacher is a graduate of the State Teacher's College at Boston, June, 1964. She did her student teaching in this system last year. It was a well above average performance.

The regular teaching force has a good balance: 3 teachers with from 2 to 5 years experience, 2 teachers with from 13 to 20 years, 3 with over 20 years.

Three of the teachers have Master's Degrees; 3 others have Bachelor's Degrees. All but one teacher participated in workshops or in advance study this past school year.

The teaching force at the Abraham Lincoln School certainly reflects high professional competency. Moreover, the staff continues its professional growth.

School Organization

A. Class size

	December 18, 1964
a.m.	24
Kindergarten p.m.	24 = 48
1	21
1-2	10-11
2	24
3	18
3	16
4	32
5	20
6	21

B. Teacher-Pupil Ratio

The Teacher-Pupil ratio for the school is 1-24 with only one class beyond the optimum figure.

Class size does have relationship to student progress. The Abraham Lincoln School has a desirable ratio conducive to good instruction.

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[1] *In Miss White's absence a second substitute was employed that an experienced teacher would be available for the necessary operation of the building, to talk with parents, to take charge in case of emergencies, etc.*

Educational Supplies

This school has better than average education supplies. This school year the sum spent for books in the Lincoln School was at the rate of $6.50 per child, a total of $1,462. The school has other aids, too. There are two television sets, one for each floor, a film projector, a film strip projector, and record players. The aids necessary to do the job are available.

The Physical Plant

The building is, in general, in good condition. Classrooms were painted during this past year and are attractive. The lighting is satisfactory. The heating system is effective.

The auditorium does not need to be painted. The shower room which is not used should be put in good condition; the possibility of restoring the gym will be explored. Until this year the gym has been partioned in order that a classroom could be established. This year it is not necessary to use this room.

Co-operative and interested parents, trained and interested teachers, and motivated and interested (also interesting) children have made the Abraham Lincoln School a good sound school resulting in good sound education.

I conclude this report with this comment: Those who complained to Mr. Solomons were either misinformed or misinterpreted the situation. There is no second class education at the Abraham Lincoln School. It is my belief that the complaints are not justified. However, to reassure the master, the teacher-in-charge, and all the teachers — as we should — does not undo the injury to staff morale, does not relieve anxiety caused parents by the erroneous charge and does not make for better education in the Abraham Lincoln School. The need for a formal report against a charge, nebulous in character, unjustified in fact, necessarily will be reflected in the morale of the staff and in the educational growth of the children. In essence, there was gain to none, there was loss to many.

May I stress that neither the Superintendent or any member of his staff, including all the members of the staff of the Abraham Lincoln School, claims infallibility. None claims that further advance is not needed; none suggests that mistakes do not happen; none believes that educational Utopia has been achieved. Further, this is not a plea for no criticism, for criticism, positive in nature and specific in charge, is helpful to all. It is, however, not in the best interest of the educational development of the children of the Abraham Lincoln School, or any school, for a false image to be created or suggested by accusations by parents not founded in fact. Unfortunately, denial of the allegation does not minimize the consequence of the allegation.

May I urge parents and friends of the school system to check first the fact, to bring to the professional staff any and all complaints, and, then, if satisfaction be denied, bring the complaints directly to the superintendent.

The Superintendent and each member of the professional staff join with each member of the School Committee in wanting a good system to be a better system. I suggest, however, that public accusation without proof in hand helps none, hurts many. The Superintendent and each member of the staff are aware that the intent of the complainees and the request for a formal report by the School Committee were done with good intent. The consequences, however, were not in the best interests of the children.

JOHN M. TOBIN
Superintendent of Schools

On motion by Mr. Solomons it was voted that the Superintendent of Schools make a survey of all Cambridge public schools, using the 10 point check program, suggested by the Commissioner of Education as set forth in the "News Letter" official Journal of the Mass. Association of School Committees, December 1964 issue.

NEW BUSINESS

On motion by Mrs. Ackermann it was voted that three extra copies for the press-table be prepared of all reports and letters submitted ahead of time to the School Committee, unless in the judgment of the Superintendent the matter should be confidential.

Mr. Duehay moved that the Superintendent of Schools, in consultation with the Secretary of the School Committee, be requested to draft for the approval of the School Committee, a new section of its rules covering all policies and procedures with regard to the 13th and 14th grade Technical Institute to be established at Rindge Technical School commencing September 1965. This report shall be submitted to the School Committee no later than the first meeting in June. On the following roll-call it was voted to adopt an amendment by Mr. Olesen by striking out the words "Superintendent of Schools and Secretary of the School Committee" and substituting the words "The chairman shall appoint a sub-committee of three members of the School Committee": Mrs. Ackermann, Mr. McMahon, Mr. Olesen and Mr. Solomons voting "Yea"; Mr. Duehay, Mr. Fitzgerald and Mayor Crane voting "Nay". It was then voted to adopt the motion as amended "That the Chairman appoint a sub-committee of three members of the School Committee to draft, for the approval of the School Committee, a new section of rules covering all policies and procedures with regard to the 13th and 14th grade Technical Institute to be established at Rindge Technical School, commencing September 1965. This report shall be submitted to the School Committee no later than the first meeting in June, 1965."

The chairman ordered placed on the 'calendar' as required by the rules a proposed amendment to Chapter VIII, Section 18 of the rules, presented by Mr. Fitzgerald entitled Leave of Absence, by striking out in the paragraph entitled "1) Absence on Account of Illness' the words "to a maximum of one hundred and fifty (150) days.", so that the paragraph in its entirety shall read "1) Absence on Account of Illness: Each permanent member of the professional staff below the rank of Assistant Superintendent shall be granted leave of ten (10) days in any one school year without loss of salary. Said member shall accumulate from year to year any unused portion of the above specified sick leave."

Mr. Olesen moved that sufficient funds be included in the budget for the year 1965 for the acquisition of three (3) portable classrooms to be used at the Haggerty School to relieve the present condition of two classrooms in the basement and one classroom in the auditorium. It was voted to refer this motion to the budget.

It was voted to lay on the table a motion by Mr. Olesen that the proposed new combined Russell-Haggerty School shall be named the John F. Kennedy School, in honor of the late President John F. Kennedy, a native son of Massachusetts, who served his State and his Country magnificently in war and in peace.

Mrs. Ackermann and Mr. Solomons offered jointly a motion that the School Building Advisory Committee be requested to consider the advisability of closing down Abraham Lincoln and Agassiz Schools, with appropriate redistricting, of constructing a new 600 or 700 pupil school in that area; and further request them to appoint a subcommittee immediately to find a suitable site for such a school, conferring with school officials, the City Planning Department, and Harvard University, which is the largest land-owner in that district. Mr. Fitzgerald objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

Mr. Fitzgerald and Mr. Solomons objected to action at this meeting on the following motion presented jointly by Mrs. Ackermann and Mr. Duehay, and the chairman ordered the motion placed on the 'calendar':

MOTION BY MRS. ACKERMANN AND MR. DUEHAY

Meeting of January 5, 1965

That the School Committee thank the School Building Advisory Committee for its interim report concerning needed new school construction in Cambridge and ask it to note the action already taken by the School Committee with regard to that report.

That the School Building Advisory Committee be respectfully requested to continue its work on the city's remaining school building problems and to prepare *by April 1st* a final report, which shall include approximate costs and properties of its recommendations.

That, more specifically, the School Building Advisory Committee is asked:

(1) To compare the needs of a modern secondary school program with the facilities existing at the Cambridge High and Latin School and to consider the advisability of building a new Cambridge High and Latin School.

(2) To consider the possibilities of a new combined Lincoln-Agassiz School, which, together with appropriate redistricting, can serve that area of the city. To recommend a site and appropriate redistricting measures if this plan is feasible.

(3) To recommend a course of action to the School Committee with regard to the Fletcher and Lowell Schools.

(4) To ascertain and to recommend whatever modernization of facilities is needed at Rindge Technical School.

(5) To ascertain whether increased school population estimates necessitate further expansion at the M. E. Fitzgerald School (or at any of the other newer elementary schools).

That the School Building Advisory Committee be guided as well in the scope of its operations by previous motions sent to it and that it consider in its deliberations every factor regarding school plant age, desirable educational facilities, site adequacy, etc., in order that its recommendations to the School Committee with regard to short and long-range plans for school building, closing, consolidation, expansion, and renovation can be careful, final and complete.

The School Building Advisory Committee is advised to request funds from the School Committee for securing professional educational, architectural, and/or engineering assistance if such are in their judgment needed.

Mrs. Ackermann and Mr. Duehay offered jointly a motion that, in accordance with the recommendation of the School Building Advisory Committee, the Superintendent of Schools, with the advice of the School Building Advisory Committee, recommend to the School Committee architectural assistance to prepare preliminary plans for whatever site and plant expansion, remodeling, and modernization is necessary at the Roberts, Longfellow and Webster Schools, to make these plans suitable for a modern school program, including ample facilities for indoor and outdoor recreation, a hot lunch program, libraries and science rooms. The architect will work in cooperation with the School Building Advisory Committee and with the Planning Director as well as with the Superintendent of Schools. Copies of this motion shall be sent to the members of the School Building Advisory Committee and the Planning Director. On the following roll-call it was voted to adopt a motion by Mr. Olesen that the foregoing motion, offered jointly by Mrs. Ackermann & Mr. McMahon, be referred to the Committee on Buildings & Grounds: Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Duehay voting "Nay"; Mr. Fitzgerald "Present".

The chairman ordered placed on the 'calendar' as required by the rules a proposed amendment to the rules by Mr. Olesen by including a provision for five-day sick leave for permanent part-time junior clerk-typist, said leave to be accumulative.

On motion by Mr. Fitzgerald it was voted to convene in executive session.

EXECUTIVE SESSION

Notice was received from the Cambridge Retirement Board that Ellen W. Connell, janitress, will become age 70 on January 19, 1965 and therefore must be retired as of January 31, 1965.

On motion by Mr. Fitzgerald it was voted on the following roll-call that the persons named below, being the first three persons on the certified civil service list who have signified their willingness to accept the position, be appointed School Cafeteria Helpers: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Ruth E. Desellier
74 Clay Street
Cambridge, Mass.

Ethel M. Jenczyk
3 Rockingham Street
Cambridge, Mass.

Maryann Potter
198 Franklin Street
Cambridge, Mass.

Mr. Duehay moved that the matter of appointing two junior building custodians be referred to the Committee on Buildings & Grounds. Mr. Olesen objected to action and the chairman ordered the motion placed on the 'calendar'.

The Superintendent recommended that Dr. Robert P. O'Hara, Associate Professor of Guidance, Counselling and Measurement at Boston College, be appointed to conduct the Guidance Workshop for elementary school personnel, at a stipend of $300.00. On the following roll-call it was voted to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent concurred in a recommendation by the Committee on Reimbursement that Dr. Ruth F. Boland, Director of Pupil Services, be reimbursed in the sum of $13.58, representing expenses incurred by attendance at the New England School Development Council at Trinity College, Hartford, Connecticut, on November 20, 1964: On motion by Mrs. Ackermann it was voted on the following roll-call to adopt this recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The School Committee received the ratings of the Board of Examiners and the Superintendent of candidates for the position of Headmaster's Assistant (Head of the Mathematics Department) Rindge Technical School, and the Superintendent recommended the appointment of Joseph G. Sateriale to this position, Mr. Sateriale being the first name on the list. The chairman ordered the recommendation placed on the 'calendar' as required by the rules.

The Superintendent presented copies of the list established as a result of the rating of teacher candidates.

The Superintendent recommended the appointment of the following candidates, and the chairman ordered the recommendation placed on the 'calendar' as required by the rules:

SCHOOL	TEACHER	RANK	SALARY	EFFECTIVE
Houghton	Joyce V. MacKay	Teacher (III)	$5,300.	Feb. 1, 1965
Longfellow	Andree S. Stone	Teacher (III)	5,700.	Feb. 1, 1965
Fitzgerald	Mildred M. Hanright	Teacher (IV)	5,300.	Feb. 1, 1965
Morse	Richard D. Maloney	Teacher (VIII)	6,100.	Feb. 1, 1965
Houghton	Ann Scott	Teacher Rem. Read.	5,700.	Feb. 1, 1965
Elementary	Grace M. Cuthbert	Phys. Edu.	5,700.	Feb. 1, 1965
Elementary	Charlotte D. Distel	Phys. Edu.	6,000.	Feb. 1, 1965
Rindge	Charles D. Killilea	Teacher Soc. Studies	5,300.	Feb. 1, 1965

It was voted to hold a special meeting on Tuesday, January 12, 1965, at 9 p.m., in the School Committee offices, for the purpose of considering and acting on the budget.

On motion by Mr. Duehay it was voted to reconvene in regular session.

On motion by Mr. Duehay it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, January 12, 1965

Special Meeting:

Called by vote of the School Committee taken at the meeting of January 5, 1965 for the purpose of considering and acting on the School Department Budget for the year 1965.

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that travel reimbursement be authorized at the rate of ten cents (10c.) per mile and limited to —-

1. Travel during school hours required in the performance of assigned duties.
2. Travel outside of school hours as directed by the School Committee or by the Superintendent.

The Superintendent further recommends that all school department personnel who are required to travel in the performance of their duties be placed on this same basis with the exception of those for whom the School Committee authorizes a school department vehicle: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. McMahon it was voted that the recommended sum of $15,000.00 for Schedule D-19 Library Books be increased to $20,000.00.

It was voted to recess to Thursday, January 14, 1965 at 8:30 p.m. in the School Committee offices.

Recessed:

EDWARD J. O'CONNELL

Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Thursday, January 14, 1965

Recessed Meeting: (Recessed from Special meeting of January 12, 1965.)

Members present: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Mr. Olesen moved that a sum of $1,000.00 be included in the budget for the purpose of conducting a survey of the heating system at the High & Latin School and the report made to the full committee. On motion by Mr. Duehay it was voted to refer this motion to the committee on Buildings & Grounds.

On motion by Mr. Solomons it was voted that the Superintendent determine the approximate cost of outfitting the combined Latin-Rindge Band with new suitable uniforms.

A motion by Mr. Olesen to reduce the recommended sum of $2,500.00 for Schedule F-17 Psychiatric Consultant to $1,500.00 failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay"; Mrs. Ackermann "Absent".

On motion by Mr. Fitzgerald it was voted that the Superintendent recommend the number of guidance personnel which will be required, together with the sum necessary to cover their salaries.

There being no objection the chairman ordered referred to regular session the motion that the School Committee consider reducing the number of steps in the Teacher Salary Schedule from the present twelve steps to nine steps.

A motion by Mr. Olesen that sufficient funds be included in the budget for the year 1965 for the acquisition of three (3) portable classrooms to be used at the Haggerty School to relieve the present condition of two classrooms in the basement and one classroom in the auditorium, failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay"; Mrs. Ackermann, Mr. Fitzgerald and Mr. McMahon "Absent".

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL

Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, January 19, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Vice-Chairman Solomons in the chair during the temporary absence of the Mayor.

On motion by Mrs. Ackermann it was voted to suspend the regular order of business for the purpose of interviewing, in executive session, teacher candidates recommended for appointment by the Superintendent. The following candidates were interviewed:

Joyce V. MacKay — Houghton School
Andree S. Stone — Longfellow
Richard D. Malloney — Morse
Ann Scott — Houghton
Grace M. Cuthbert — Elementary Physical Education
Charlotte D. Distel — Elementary Physical Education
Charles D. Killilea — Rindge Technical

It was voted to reconvene in regular session and resume the regular order of business.

Mayor Crane in the chair.

On motion by Mr. Fitzgerald it was voted to approve as printed the minutes of the meetings of December 1, 1964, December 15, 1964, December 29, 1964 and January 5, 1965.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent reported the marriage of Judith T. Perham on January 2, 1965 to Joseph R. DeStefano, (Mrs. DeStefano is a teacher at the Russell School) and her name will now appear on our records as Judith T. DeStefano.

The Superintendent presented a report from the Department of Education advising that the sum of $180,717.39 is due the City of Cambridge under the provisions of G.L., Chap. 70 "General School Fund".

REPORTS OF COMMITTEES

On motion by Mr. Solomons it was voted on the following roll-call that the Report of the Committee on Buildings & Grounds as set forth below be approved and the recommendations contained therein be adopted: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

COMMITTEE ON BUILDINGS & GROUNDS
Meetings of January 7, 18, 19, 1965

Present: James F. Fitzgerald, Chairman; Francis H. Duehay, Gustave M. Solomons.

Assistant Superintendent David Hockman reported to the committee that a reply to a letter addressed to the Office of School Lunch Program has authorized the following expenditures:

1) Installation of additional dry storage space near the kitchen of the Girls' Lunchroom.
2) Purchase of a machine for washing, rinsing and drying the cafeteria floors.
3) Purchase of a new semi-automatic dish washing machine for the girls lunchroom.
4) Purchase of two 3-60 quart mixers for the Morse and the Fitzgerald Schools. The present mixers, which are being replaced only because they are only 15-30 quart size and therefore too small, will be installed in the High and Latin lunchroom as addition equipment.

It was voted to recommend adoption of a motion presented at the meeting of January 5, 1965, jointly by Mrs. Ackermann and Mr. Duehay, and referred to this sub-committee for study, "That, in accordance with the recommendation of the School Building Advisory Committee, the Superintendent of Schools, with the advice of the School Building Advisory Committee, recommend to the School Committee architectural assistance to prepare preliminary plans for whatever site and plant expansion, remodeling and modernization is necessary at the Roberts, Longfellow and Webster Schools, to make these plants suitable for a modern school program, including ample facilities for indoor and outdoor recreation, a hot lunch program, science rooms and libraries. The architects will work in cooperation with the School Building Advisory Committee and with the Planning Director as well as with the Superintendent of Schools; and, further, that copies of this motion be sent to the members of the School Building Advisory Committee and the Planning Director.

The following communication was received from William H. Crocker, City Electrician:

Wm. Fitzgerald, Chief Custodian
Cambridge School Department
Cambridge, Mass.

Dear Sir:

In answer to your inquiry regarding direct connection with fire alarm system in the Cambridge schools, I offer the following information: All schools in the City of Cambridge have direct connections through a Master Box to Fire Alarm Headquarters. In addition, the following schools have automatic fire detection in varying degrees: M. E. Fitzgerald, Fletcher, Harrington, Putnam, Agassiz, Vocational School for Girls, Morse, Peabody, Russell and Webster.

Automatic detection is being installed with the cooperation of the Cambridge Fire Department on a continuing basis.

Very truly yours,
WILLIAM H. CROCKER
City Electrician

It was voted to recommend that the School Committee express to Mr. Crocker their sincere appreciation for the time and effort he has given this project.

The Chief Custodian presented a detailed list of needed repairs in the public school buildings for the year 1965, which in the aggregate amounted to $150,000.00. Your sub-committee recommends that an amount of $78,800.00 be appropriated to Schedule F-13 Repairs to Buildings in the School Department Budget for 1965, the City Manager having agreed to do the remaining work pursuant to his communication dated January 19, 1965, which is attached hereto and made part of this report:

JOHN J. CURRY
City Manager

January 19, 1965

Hon. Edward A. Crane
Chairman of the School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mayor Crane:

As the result of a conference held yesterday afternoon attended by the Committee on Buildings and Grounds of the Cambridge School Committee comprised of James F. Fitzgerald, Esquire; Gustave M. Solomons, Francis E. Duehay, accompanied by William J. Fitzgerald, Chief Custodian, and Edward J. O'Connell, Secretary of the School Committee, and the City Manager, it was agreed that the City Maintenance Department would do the following items listed on the requested repairs of the School Department:

PAINTING:

Roberts School interior estimated at	$18,000.00
Longfellow School interior estimated at	18,000.00
Cambridge High and Latin School interior estimated at	18,000.00
Auditorium at Abraham Lincoln School estimated at	3,000.00
Boys' Cafeteria at Cambridge High and Latin School estimated at	1,200.00
TOTAL	$58,200.00

Because of the ambiguity connected with the Russell School, it was agreed that the painting item would be deleted. If it develops later that the painting would proceed, it would be painted by the City Department.

The deleted item of $11,500.00
for the painting of the Russell School would bring the grand
total to $69,700.00

It was agreed that the City would dress up the courtyards at Rindge Technical School and Cambridge High and Latin School, also the front lawn of the Cambridge High and Latin School facing Trowbridge Street.

Yours very truly,
JOHN J. CURRY
City Manager

JJC:R

It was voted that the recommended sum for Schedule F-7 Furniture and Fittings be increased by $25,000.00 for rehabilitation of the Superintendent's offices, in accordance with estimates furnished by the interior designer.

It was voted to adjourn;

ADJOURNED.

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On the following roll-call it was voted to adopt a proposed amendment to the rules, presented by Mr. Fitzgerald at the meeting of January 5, 1965, that Chap. VIII, Sec. 18, be amended by striking out in the paragraph entitled "1) Absence on Account of Illness" the words "to a maximum of one hundred fifty (150) days.", so that the paragraph in its entirety shall read: "1) Absence on Account of Illness: Each permanent member of the professional staff below the rank of Assistant Superintendent shall be granted leave of ten (10) days in any one school without loss of salary. Said member shall accumulate from year to year any unused portion of the above specified sick leave.": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, and Mayor Crane voting "Yea"; Mr. Solomons "Present".

On the following roll-call it was voted to adopt a motion, offered jointly by Mrs. Ackermann and Mr. Solomons at the meeting of January 5, 1965, "That the School Building Advisory Committee be requested to consider the advisability of closing down the Abraham Lincoln and Agassiz Schools, and with appropriate redistricting, of constructing a new 600 or 700 pupil school in that area; and, further, request them to appoint a subcommittee immediately to find a suitable site for such a school, conferring with school officials, the City Planning Department and Harvard University, which is the largest land-owner in that district." Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Nay".

Question came on a motion offered jointly by Mrs. Ackermann and Mr. Duehay at the meeting of January 5, 1965, requesting information from the School Building Advisory Committee. It was unanimously agreed to strike from the motion the sentence "To consider the possibilities of a new combined Lincoln-Agassiz School, which, together with appropriate redistricting, can serve that area of the city. To recommend a site and appropriate redistricting measures if this plan is feasible". It was then voted to adopt the motion as amended and set forth in its entirety below:

"That the School Committee thank the School Building Advisory Committee for its interim report concerning needed new school construction in Cambridge and ask it to note the action already taken by the School Committee with regard to that report, and, further,

"That the School Building Advisory Committee be respectfully requested to continue its work on the city's remaining school building problems and to prepare by April 1, 1965, a final report, which shall include approximate costs and priorities of its recommendations, and, further,

"That, more specifically, the School Building Advisory Committee be asked —

(1) To compare the needs of a modern secondary school program with the facilities existing at the Cambridge High & Latin School and to consider the advisability of building a new Cambridge High and Latin School.

(2) To recommend a course of action to the School Committee with regard to the Fletcher and Lowell Schools.

(3) To ascertain and to recommend whatever modernization of facilities is needed at Rindge Technical School.

(4) To ascertain whether increased school population estimates necessitate further expansion at the M. E. Fitzgerald School (or at any of the other newer elementary schools).

"That the School Building Advisory Committee be guided as well in the scope of its operations by previous motions sent to it and that it consider in its deliberations every factor regarding schoolplant age, desirable educational facilities, site, adequacy, etc., in order that its recommendations to the School Committee with regard to short and long-range plans for school building, closing, consolidation, expansion and renovation can be careful, final and complete.

"The School Building Advisory Committee is advised to request funds from the School Committee for securing professional educational, architectural and/or engineering assistance, if such are in their judgment needed."

Question came on a proposed amendment to the rules presented by Mr. Olesen at the meeting of January 5, 1965, to include a provision in the rules providing for five-day sick leave for permanent part-time junior clerk-typists, said leave to be accumulative. On motion by Mrs. Ackermann it was voted that this proposed amendment to the rules be referred to the Superintendent for comment.

On the following roll-call it was voted to adopt the Superintendent's recommendation, presented at the meeting of January 5, 1965, "That Joseph G. Sateriale be appointed Headmaster's Assistant (Mathematics Dept.) at Rindge Technical School, at a salary of $9,660.00 per year, effective January 20, 1965": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

It was voted to adopt a motion by Mr. Duehay, presented at the meeting of January 5, 1965, "That the matter of appointing two junior building custodians be referred to the Committee on Buildings & Grounds."

Question came on the Superintendent's recommendation, presented at the meeting of January 5, 1965, relative to appointment of new teachers. It was unanimously agreed to act separately on each individual named.

On the following roll-call it was voted that Joyce V. MacKay be appointed a teacher and assigned to the Houghton School, Grade II, at a salary of

$5,300.00 per year, effective February 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On the following roll-call it was voted that Andree S. Stone be appointed a teacher and assigned to the Longfellow School, Grade II, at a salary of $5,700.00 per year, effective February 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On the following roll-call it was voted that Mildred M. Hanright be appointed a teacher and assigned to the Fitzgerald School, Grade IV, at a salary of $5,300.00 per year, effective February 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On the following roll-call it was voted that Richard D. Maloney be appointed a teacher and assigned to the Morse School, Grade VIII, at a salary of $6,100.00 per year, effective February 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On the following roll-call it was voted that Ann Scott be appointed a teacher and assigned to the Houghton School, Remedial Reading, at a salary of $5,700.00 per year, effective February 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On the following roll-call it was voted that Grace M. Cuthbert be appointed a teacher and assigned to Elementary Physical Education, at a salary of $5,700.00 per year, effective February 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald voting "Nay"; Mr. Olesen "Present".

On the following roll-call it was voted that Charlotte D. Distel be appointed a teacher and assigned to Elementary Physical Education, at a salary of $6,000.00 per year, effective February 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald voting "Nay".

On the following roll-call it was voted that Charles D. Killilea be appointed a teacher and assigned to the Rindge Technical School, Social Studies, at a salary of $5,300.00 per year, effective February 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The rules having been suspended a motion by Mr. Olesen to reconsider the foregoing votes appointing teachers, hoping same would not prevail, failed of adoption.

Tabled Matters:

On motion by Mr. Olesen it was voted to take from the table a proposed amendment to the rules that the School Committee consider reducing the number of steps in the Teacher Salary Schedule from the present twelve steps to nine steps. Mr. Olesen moved adoption of the proposed amendment to the rules. On the following roll-call the motion failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay".

Awaiting Report:

Conforming to an order "that the Superintendent of Schools is directed to confer with the City Manager and the Planning Director and to recommend to the School Committee forwith final and complete site plans for these projects" and to an order "That the Superintendent is directed to prepare forthwith educational specifications for these new schools for approval by the School Committee, and thence for transmitting to the architect and to the City Manager, taking into account current trends in building school plants", the Superintendent presented the following reports:

Report Relative to New School Construction

Recent orders of the School Committee are the bases for this report which concerns the educational specifications and the recommended sites for the following projects:

Combined Putnam-Thorndike School
Houghton
Combined Haggerty-Russell School

For your information charts are attached which provide a survey of these schools with respect to pupil enrollments and the number of classes actually required between 1959 and 1964.

An additional chart is included which analyzes the number of classes which would have been necessary if the four schools which are to be combined had in fact been combined during that same period of time.

In the consideration of the educational requirements the Superintendent has considered first the number of classrooms which would be necessary for regular classes. In this determination the actual trend of class size over the past six years, the proven increase in enrollment which results when a new school is built, the known changes in residential property which will result from new construction and the rule of the School Committee governing class size have been considered.

The conclusion is that there will be required:

1. For the Putnam-Thorndike a total of 26 classrooms, 3 Kindergarten rooms, 1 special classroom and 1 room for a foreign class and 2 remedial reading rooms.
2. For the Haggerty-Russell a total of 31 classrooms, 4 kindergarten rooms, 1 special classroom and 1 remedial reading room.
3. For the Houghton a total of 28 classrooms, 3 kindergarten rooms, 1 special classroom and 2 remedial reading rooms.

   Specific requirements per grade are spelled out in an attachment at the end of this report.

The second consideration concerns those facilities which are required for each of the contemplated new schools. In this respect there would be necessary:

1. A Cafeteria and Kitchen.
2. A School Library with provision for storage and issuance of audio-visual equipment.
3. A fully equipped Science Room.
4. A separate Gymnasium with lockers and showers.
5. An Auditorium which is equipped for the use of educational films.
6. Music Rooms.
7. Teachers' Rooms which would combine a rest room and a workroom with facilities for a teacher's reference library.
8. A Home Economics Room.
9. An Industrial Arts Room.
10. An Administrative Suite which includes an office for the Master, an outer office for a secretary, a small conference room.
11. An office for the custodial staff.
12. An office and an interview room for the guidance counselors.
13. A room for Art Instruction.
14. Adjacent outside play areas with necessary safety type paving and fencing and of sufficient size to meet the state standards.
15. Remedial Reading Rooms.
16. A Health Suite to meet school and Health Department needs.
17. Provision for television screens in each classroom.
18. Public address system.
19. A language laboratory for Grades 7 and 8.

These comments are in my opinion applicable:

(1) Classrooms should be planned with folding soundproofed partitions which will provide the necessary flexibility for large, intermediate and small group instruction.

(2) The buildings should not exceed two stories in height but should be planned so that a third story could be added if further expansion became necessary.

(3) Basic utilities should provide a reasonable safety factor for expansion.

(4) Facilities which would be used after school hours should be grouped in one unit which could be closed off from the rest of the school.

(5) Zone heating should be included.

(6) The administrative offices, the health suite, the guidance offices, the Library, the Conference Room, the Cafeteria, the Auditorium and the Gymnasium should be on the ground floor of the central unit.

(7) Consideration should be given to providing separate sections with adjacent play areas for kindergarten, primary grades and upper grades.

(8) The installation of a burglar alarm system, a fire detection system and unbreakable window glass merit consideration.

(9) The appearance of the building must receive consideration.

(10) Materials which require a minimum of maintenance should be used on the inner walls and floors.

(11) One of the schools which is to be abandoned should be considered as a school supply office.

The Superintendent would like to present for your consideration these comments which concern the policy you have adopted with reference to the combining of schools.

There are monetary advantages which accrue in the consolidation of two schools which must be considered in the planning for new schools.

1. It is only necessary to construct and equip one Home Economics and one Industrial Arts Room.
2. It is only necessary to construct one Gymnasium.
3. It is only necessary to construct one Cafeteria which, although its size would be larger than two separate Cafeterias, would certainly cost less.
4. The reasoning of item 3 applies also to the Auditorium, the Library, the Science Room, the Administrative Offices, the Health Suite and the other specialized facilities.

Consolidation provides a saving in personnel which is of a continuing nature.

As the charts which are attached to this report show if the Russell-Haggerty and the Putnam-Thorndike districts had been combined as of September 1959 there would have been since that date a requirement for twenty-seven less teachers. At an average salary of $5,000 this would have meant a saving of $135,000 in salaries.

This would have been possible without the necessity of any combined grade classes and without crowding any one class.

There would likewise have accrued the added educational advantages of better grouping, greater flexibility in scheduling and departmentalization.

The selection of sites for the projected schools must consider safety, placement in the school district to be served, necessity for additional land taking, displacement of families, loss of tax revenue, topography and sub soil conditions.

I. For the combined Putnam-Thorndike the logical site would seem to be the present location of the Thorndike School.

   There is adjacent thereto a considerable amount of play area which the City of Cambridge now owns. Additional landtaking would be at a minimum. Plans call for closing a part of Sixth Street which will drastically reduce the flow of traffic.

   In this decision the School Building Advisory Committee has concurred.

   At any other location in this densely settled area there would be required considerable landtaking and displacement of families without improving the safety and placement in the school district. There would be a resultant increase in the cost of landtaking and in loss of tax revenue. There would not be available without additional hometaking an adjacent play area so essential to a complete school and after school program.

II. The Houghton School is presently located where necessary landtaking would involve largely rental dwellings. The topography and sub soil conditions are excellent. The loss in tax revenue would be reasonably small. The safety of pupils has been proven over the years.

No other site, except possibly Hoyt Field, would be possible without extensive landtaking with a consequent loss of tax revenue and displacement of families.

III. The location for the combined Haggerty-Russell School is much more difficult of solution.

Four sites should be considered before a final decision is made.

1. The land which is bounded by Fresh Pond Parkway, Huron Avenue and the railroad tracks.
2. Buckingham Field which is adjacent to Fresh Pond Parkway between Larch Road and Lexington Avenue.
3. The present site of the Russell School.
4. That portion of ground adjacent to Fresh Pond Parkway which is between Vassal Lane and the Armory on Concord Avenue.

The first site is on land adjacent to the water storage basin at Fresh Pond and poses a very serious problem of safety and of topography. No land taking or displacement of families would be necessary. Land cost would be minimal once the legal obstacle of land transfer had been approved by the State of Massachusetts. Plans for rerouting of traffic which now overtakes the Parkway and Huron Avenue especially during the morning and evening "rush hours" are not sufficiently firm to indicate any improvement in the safety factor.

2. Buckingham Field is only a short distance from the first site. The safety of pupils who would have to cross Fresh Pond Parkway would require special attention. The topography is good. There would be required landtaking and displacement of families to make available additional space for the school and for the adjacent play areas.

3. The present location of the Russell School would require additional landtaking and displacement of families. Topography is good but sub soil conditions would present a problem particularly on the side toward Huron Avenue. The location would be very close to the center of the present school district.

4. The plot of ground near Callanan Field is presently largely owned by the City and is on lease. If landtaking became necessary it would involve only the displacement of small business. Safety factor is as good as sites two or three. Sub-soil conditions would pose a problem since this is largely filled land. But there is adjacent thereto a large recreational area which is owned by the City.

Figures on these charts were taken from the school department records for the month of October in the years 1959 to 1964.

The first group concerns the Putnam and Thorndike Schools and are the bases for these conclusions:

1. If the schools had been combined the largest class would have been the seventh grade in 1963 with 33 pupils and the smallest the Kindergarten in 1963 with 22.
2. In the year 1959, 1961, 1963 and 1964 there would have been a saving of eight teachers.
3. In 1960 and 1962 there would have been a need for three additional teachers.
4. The net savings at $5,000 per teacher would have been $25,000.
5. No split grades would have been necessary.

The second group concerns the Haggerty and Russell Schools and are the bases for these conclusions:

1. If the schools had been combined the largest class would have been the seventh grade in 1961 with 34 pupils and the smallest the Kindergarten in 1960 with 17.
2. In the six-year span there would have been a saving of twenty-two teachers which at $5,000 per teacher would have been $110,000.
3. No split grades would have been necessary.

The third group concerns the Houghton School where no comparison is possible since the order of the School Committee concerns only one school. These facts are evident:

1. The largest class was the second grade in 1963 with 33 pupils and the smallest the first grade that same year with 20.
2. No split grades have been necessary.
3. Omitting the special classes the number of teachers has been consistently between 19 and 21.

For your guidance there are attached a series of charts which indicate:

1. Pupil enrollments between 1959 and 1964.
2. The number of classes which were actually conducted.
3. The number of classes which would have been required if the Putnam-Thorndike and the Haggerty-Russell had been combined.
4. The number of rooms by grade which will be necessary in the new schools.

JOHN M. TOBIN
Superintendent of Schools

TOTALS BY GRADE — PUTNAM AND THORNDIKE

	October 1959				October 1960				October 1961			
Grade	T.	P.			T.	P.			T.	P.		
8	39	40	=	79	32	42	=	74	27	32	=	59
7	39	39	=	78	29	35	=	64	27	47	=	74
6	31	41	=	72	22	51	=	73	35	41	=	76
5	27	44	=	71	37	42	=	79	38	37	=	75
4	39	37	=	76	38	38	=	76	31	25	=	56
3	41	33	=	74	34	22	=	56	37	32	=	69
2	34	29	=	63	35	45	=	80	43	44	=	87
1	41	49	=	90	49	55	=	104	39	48	=	87
K	57	54	=	111	49	51	=	100	56	53	=	109
Spec. Class	11	—	=	11	11	—	=	11	10	—	=	10
Rem. Read.	—	13	=	13	—	10	=	10	—	13	=	13
	359	379	=	738	336	391	=	727	343	373	=	715

	October 1962				October 1963				October 1964			
Grade	T.	P.			T.	P.			T.	P.		
8	28	47	=	75	29	44	=	73	30	35	=	75
7	33	45	=	78	33	33	=	66	26	21	=	47
6	35	34	=	69	24	24	=	48	26	47	=	73
5	27	29	=	56	31	46	=	77	37	36	=	73
4	33	36	=	69	43	30	=	73	26	33	=	59
3	39	36	=	75	33	30	=	63	36	33	=	69
2	35	45	=	80	41	49	=	90	39	38	=	77
1	41	53	=	94	42	51	=	93	24	46	=	70
K	47	52	=	97	43	43	=	86	52	40	=	92
Spec. Class	12	—	=	12	11	—	=	11	13	—	=	13
Rem. Read.	—	16	=	16	—	13	=	13	—	15	=	15
	330	393	=	723	330	363	=	693	309	344	=	653

NUMBER OF CLASSES ACTUALLY CONDUCTED AT THE PUTNAM-THORNDIKE

1959-1964

Grade	1959	1960	1961	1962	1963	1964
8	3	2	2	3	3	2
7	3½	2	3	3	2	2
6	2½	2	3	2	2	3
5	3	3	3	2	3	3½
4	3	3	2	2	3	2½
3	3	2	2	3	2	3
2	2	3	4	3	4	4
1	4	4	4	4	4	3
K	2	2	2	2	2	2
Spec. Class	1	1	1	1	1	1
Rem. Read.	1	1	1	1	1	1
TOTAL	28	25	27	26	27	30

NOTE: Figure ½ indicates split grade.

NUMBER OF CLASSES REQUIRED IF THE PUTNAM AND THORNDIKE HAD BEEN COMBINED DURING 1959-1964 AND AVERAGE PUPILS PER CLASS

Grade	1959	1960	1961	1962	1963	1964
8	3 (26)	3 (25)	2 (29)	3 (25)	3 (24)	3 (25)
7	3 (26)	2 (32)	3 (25)	3 (26)	2 (33)	2 (24)
6	3 (24)	3 (24)	3 (25)	3 (23)	2 (24)	3 (24)
5	3 (24)	3 (26)	2 (25)	3 (28)	3 (26)	3 (24)
4	3 (25)	3 (25)	2 (28)	3 (23)	3 (24)	2 (30)
3	3 (25)	2 (28)	3 (23)	3 (25)	2 (31)	3 (23)
2	2 (31)	3 (27)	3 (29)	3 (27)	3 (30)	3 (26)
1	3 (30)	4 (26)	3 (29)	3 (31)	3 (31)	3 (23)
K	2 (27)	2 (25)	2 (27)	2 (24)	2 (22)	2 (23)
Spec. Class	1 (11)	1 (11)	1 (10)	1 (12)	1 (11)	1 (13)
Rem. Read.	1 (13)	1 (13)	1 (13)	1 (16)	1 (13)	1 (15)
	27	27	26	27	25	26

NOTE: Figures in parentheses ( ) after number of classes indicate the average number of pupils per class.

Average number of pupils per class for Kindergarten is based on separation into A.M. and P.M. groups.

TOTALS BY GRADE — HAGGERTY AND RUSSELL 1959-1964

	October 1959			October 1960			October 1961		
Grade	H.	R.		H.	R.		H.	R.	
8	26	62	= 88	30	50	= 80	33	43	= 76
7	32	55	= 87	36	40	= 76	18	49	= 67
6	40	38	= 78	18	54	= 72	22	48	= 70
5	26	54	= 80	26	52	= 78	31	55	= 86
4	28	48	= 76	35	52	= 87	35	43	= 78
3	33	49	= 82	40	50	= 90	37	49	= 86
2	41	47	= 88	36	53	= 89	35	64	= 99
1	43	49	= 92	45	68	= 113	46	71	= 117
K	68	75	= 143	59	79	= 138	77	55	= 132
Sub. Spec.	—	—	—	—	—	—	—	—	—
	337	477	= 814	325	521	= 846	334	477	= 811

	October 1962			October 1963			October 1964		
Grade	H.	R.		H.	R.		H.	R.	
8	19	44	= 63	20	42	= 62	27	44	= 71
7	21	45	= 66	27	47	= 74	27	35	= 62
6	28	50	= 78	22	39	= 61	22	40	= 62
5	27	46	= 73	23	45	= 68	30	56	= 86
4	32	47	= 79	34	48	= 82	38	60	= 98
3	34	59	= 93	38	62	= 100	41	48	= 89
2	36	70	= 106	43	49	= 92	36	54	= 90
1	53	57	= 110	37	57	= 94	45	54	= 99
K	58	68	= 126	61	68	= 129	60	52	= 112
Sub. Spec.	—	11	= 11	—	17	= 17	—	14	= 14
	308	497	= 805	305	474	= 779	326	457	= 783

NUMBER OF CLASSES ACTUALLY CONDUCTED AT THE HAGGERTY AND RUSSELL

1959-1964

Grade	1959	1960	1961	1962	1963	1964
8	3	3	3	3	3	3
7	3	4	3	3	3	2½
6	4	3	3	3	3	2½
5	3	3	3	3	3	3
4	3	3	3	3	3	3½
3	3	3	3½	3½	3	3½
2	4	3½	3½	3½	4	4
1	4	3½	4	4	4	4
K	4	4	4	4	4	4
Sub. Spec.	—	—	—	1	1	1
TOTAL	35	31	30	31	31	31

NOTE: Figure ½ indicates split grade.

NUMBER OF CLASSES REQUIRED IF THE HAGGERTY AND RUSSELL HAD BEEN COMBINED DURING 1959-1964 AND AVERAGE PUPILS PER CLASS

Grade	1959	1960	1961	1962	1963	1964
8	3 (29)	3 (27)	3 (25)	2 (32)	2 (31)	3 (24)
7	3 (29)	3 (25)	2 (34)	2 (33)	3 (25)	2 (31)
6	3 (26)	3 (24)	3 (23)	3 (26)	2 (31)	2 (31)
5	3 (27)	3 (26)	3 (29)	3 (24)	2 (34)	3 (29)
4	3 (25)	3 (29)	3 (26)	3 (26)	3 (27)	3 (33)
3	3 (27)	3 (30)	3 (29)	3 (31)	4 (25)	3 (30)
2	3 (29)	3 (30)	4 (25)	4 (27)	3 (31)	3 (30)
1	4 (23)	4 (28)	4 (29)	4 (28)	3 (31)	4 (25)
K	4 (18)	4 (17)	3 (22)	3 (21)	3 (22)	3 (19)
Sub. Spec.	—	—	—	1 (11)	1 (17)	1 (14)
	29	29	28	28	26	27

NOTE: Figures in parentheses ( ) after the number of classes indicate the average number of pupils per class.

Average number of pupils per class for Kindergarten is based on separation into A.M. and P.M. groups.

TOTALS BY GRADE — HOUGHTON

1959-1964

Grade	1959	1960	1961	1962	1963	1964
8	42	49	50	44	43	48
7	57	60	48	56	53	40
6	51	53	57	52	42	58
5	57	58	58	42	57	47
4	57	60	44	61	47	64
3	57	47	76	53	59	67
2	51	73	49	60	66	63
1	90	56	77	83	58	83
K	85	98	102	90	113	102
Rem. Read.	12	9	—	—	—	—
Open Air	20	18	12	8	—	—
Jr. Prev.	18	13	18	16	16	18
TOTAL	597	604	591	565	554	590

NUMBER OF CLASSES ACTUALLY CONDUCTED AT THE HOUGHTON SCHOOL

1959-1964

Grade	1959	1960	1961	1962	1963	1964
8	2 (21)	2 (25)	2 (25)	2 (22)	2 (22)	2 (24)
7	2 (28)	2 (30)	2 (24)	2 (28)	2 (27)	2 (20)
6	2 (26)	2 (27)	2 (29)	2 (26)	2 (21)	2 (29)
5	2 (28)	2 (29)	2 (29)	2 (21)	2 (28)	2 (24)
4	2 (29)	2 (30)	2 (22)	2 (31)	2 (23)	2 (32)
3	2 (29)	2 (24)	3 (25)	2 (26)	2 (29)	3 (22)
2	2 (26)	3 (24)	2 (25)	2 (30)	2 (33)	3 (21)
1	3 (30)	3 (22)	3 (26)	3 (28)	3 (20)	3 (28)
K	2 (22)	2 (25)	2 (25)	2 (23)	2 (28)	2 (25)
Rem. Read.	1 (12)	1 (9)	—	—	—	—
Open Air	1 (20)	2 (9)	1 (12)	1 (8)	—	—
Jr. Prev.	1 (18)	1 (13)	1 (18)	1 (16)	1 (16)	1 (18)
TOTAL	22	24	22	21	20	22

REGULAR CLASSROOM REQUIREMENTS FOR PROJECTED SCHOOLS

There are two colums of figures for each school. One is based on requirement if the present enrollments remain static. The other is based on requirement which anticipates added enrollment from non-public schools.

	Putnam-Thorndike		Houghton		Haggerty-Russell	
Grade	Present	Anticipated	Present	Anticipated	Present	Anticipated
8	3	3	2	3	3	3
7	2	3	2	3	3	3
6	3	3	2	3	3	3
5	3	3	2	3	3	4
4	3	3	3	4	4	4
3	3	3	3	4	4	4
2	3	4	3	4	4	5
1	3	4	3	4	4	5
K	3	3	3	3	3	4
TOTAL	26	29	23	31	31	35

On motion by Mrs. Ackermann it was voted that a special meeting of the School Committee be held for the purpose of considering and acting on sites for schools, said meeting to be held after the Mass. Legislature has heard the bills pending.

Conforming to an order that he report on the communication from the Cambridge Neighborhood House, Parents Tutoring Committee, the Superintendent stated that he has discussed this matter of books and I advised the Tutoring Committee that I would talk to Mr. Carney, Master of the Roberts School and permit the students to take home books whenever it was necessary. Concerning additional books I suggested that the Tutoring Committee contact our office in June when we have many discarded books which in many cases are useable and they thought they would take advantage of this offer. Assistant Superintendents of Schools Mr. Hockman and Mr. Conley plan to attend their meeting at the Cambridge Neighborhood House on Thursday evening.

On motion by Mrs. Ackermann it was voted that the Cambridge School Committee endorse the tutoring program in Area Four conducted by the Cambridge Neighborhood House and that the committee express their gratitude to the Parents' Tutoring Committee for their splendid efforts. Mr. Fitzgerald is recorded as voting "Nay".

NEW BUSINESS

On motion by Mr. Fitzgerald it was voted that having noted with regret the retirement of Mrs. Ellen Connell, janitress in the School Department, the School Committee extend to Mrs. Connell their sincere best wishes on her retirement and their gratitude for the fine, efficient work performed by Mrs. Connell over the past twenty years.

Mr. Olesen moved that the chairman appoint a sub-committee of three members of the School Committee to determine, after appropriate study, whether there is need for a shared-time program with Cambridge non-public schools. The motion failed of adoption. Mr. Olesen is recorded as voting "Yea".

Mr. Olesen moved that a sum of $1,000.00 be included in the budget for the purpose of conducting a survey of the heating system at the High & Latin School, report of said survey to be made to the School Committee. Mr. Duehay informed the committee that an identical motion has been referred to the Committee on Buildings and Grounds for study. Mr. Olesen asked and received unanimous consent to withdraw this motion.

On motion by Mr. Solomons it was voted that the Cambridge School Committee extend its hearty congratulations to the Rindge Track Team and coaches for their unprecedented victory at the B.A.A. 13th Annual Interscholastic Track Meet at the Boston Garden on Saturday, January 17, 1965.

Mr. Duehay moved that the Salary Ratio for High School Headmasters,

based on Bachelor Degree maximum salary, be amended by striking out as it presently appears in the rules and substituting the following:

First Year	Ratio 1.50	($12,600.)
Second Year	1.55	($13,020.)
Third Year	1.60	($13,440.)
Fourth Year	1.65	($13,860.)

Mr. Olesen moved to amend Mr. Duehay's motion by adding "that the present ratio for Headmaster's Assistant be based on a maximum teachers' salary with Master Degree". The chairman ordered the proposed amendment as amended laid on the 'calendar' as required by the rules.

On motion by Mr. Duehay it was voted that whereas a recent article in the Boston press has highly praised the work of our athletic trainer, William Linskey, and whereas his unusual ability has so often in the past projected an excellent image of the care and treatment of our young athletes, it is therefore, moved that the Cambridge School Committee commend Mr. Linskey for the careful, kind and considerate work he has performed and for the fine publicity he has brought to the Cambridge School Department.

On motion by Mr. McMahon it was voted that the Superintendent of Schools investigate the advisability of establishing pre-kindergarten classes for culturally deprived children, in the Cambridge public schools either during the regular school year or during the summer. The Superintendent is directed to investigate the financial assistance which would be available under the provisions of the Economic Opportunity Act or under other Federal funds.

On motion by Mr. Duehay it was voted to convene in executive session.

On motion by Mr. McMahon it was voted on the following roll-call to adopt the Superintendent's recommendation that Thomas E. Smith, teacher at Rindge Technical School, be granted an extension of his present leave of absence without loss of salary, because of serious illness, for a period of twenty days: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Duehay it was voted to adopt, on the following roll-call, the Superintendent's recommendation that Marie T. Callahan, Social Studies teacher at the High & Latin School (now on Sabbatical Leave of Absence) be granted leave of absence without stipend from February 1, 1965 to June 30, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent recommended that Robert H. Reagan, presently a teacher at the Roberts School, be appointed teacher of Social Studies and assigned to the High & Latin School, at a salary of $5,900.00 per year, effective February 1, 1965. The chairman ordered the recommendation placed on the 'calendar' as required by the rules. A motion by Mr. Olesen to suspend the rules for the purpose of taking action at this meeting, having prevailed, it was voted on the following roll-call to adopt a motion by Mr. Olesen to approve the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". A motion by Mr. Olesen to again suspend the rules for the purpose of moving reconsideration at this meeting, failed of adoption on the following roll-call: Mr. Olesen and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay".

It was unanimously agreed to proceed to consideration of the School Department Budget for the Year 1965.

It was voted that sum of $78,800.00 be appropriated to Schedule F-13 Repairs to Buildings & Grounds.

On motion by Mr. Solomons it was voted that a sum of $275,000.00 be deducted from Schedule A-1 Personal Services in anticipation of outages.

On motion by Mr. Fitzgerald it was voted that a sum of $125,000.00 be transferred from School Grant PL875 and appropriated to Schedule A-1 Personal Services for the purpose of reducing the amount required to be raised in the tax levy.

On motion by Mr. Duehay it was voted on the following roll-call that the secretary of the School Committee shall transmit to the City Manager and City Budget Examiner the budget of the School Department as promulgated and adopted by the School Committee for the year 1965, amounting to $6,239,183.83, said sum representing the amount necessary for the support of the Cambridge public schools for the year 1965 and set forth in detail below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption:

SCHOOL DEPARTMENT BUDGET — 1965

A- 1	Permanent Employees	$5,572,924.83	
	Estimated Outages	275,000.00	
		$5,297,924.83	
	Trans. PL874	125,000.00	
	TOTAL A-1		$5,172,924.83
A- 2	Temporary Employees:		
	Substitute Teachers	$ 160,000.00	
	Evening School Teachers	34,000.00	
	Athletic Salaries	47,700.00	
	Custodial Services	1,500.00	
	TOTAL A-2		$243,200.00
B- 1	Printing & Binding		9,000.00
B- 2	Postage		2,000.00
B- 3	Advertising & Posting		800.00
B- 4	Transportation of Persons		6,000.00
B- 5	Cartage & Freight		13,000.00
B- 8	Light & Power		85,000.00
B-10	Rent		2,000.00
B-11	Insurance		2,500.00
B-13	Communications		13,500.00
B-14	Motor Vehicle Repairs		150.00
B-18	Cleaning		4,000.00
B-22	Medical		2,000.00
B-31	Extermination		1,500.00
B-35	Fees		35.00
B-39	Services Not Otherwise Coded		16,500.00
B-42	Graduation Expenses		2,500.00
B-44	Travel Outside State		5,000.00
D- 1	Office Supplies		1,000.00
D- 3	Fuel		80,000.00
D- 5	Medical Supplies		500.00
D- 8	Laundry & Cleaning		6,000.00
D- 9	Educational & Recreational Supplies		70,000.00
D-11	Motor Vehicle-Gasoline & Oil		850.00

D-15	Chemicals — War Memorial		500.00
D-16	Supplies Not Otherwise Coded		12,000.00
D-17	Motor Vehicle Parts		200.00
D-18	Text Books		75,000.00
D-19	Library Books		20,000.00
F- 1	Teachers' Examinations		1,000.00
F- 2	Tuition to Other Cities		6,000.00
F- 3	Committee Expenses		5,000.00
F- 4	Transportation of Pupils		34,000.00
F- 6	Mental Health Ass'n. Fund		16,600.00
F- 7	Non-Contributory Pensions		99,500.00
F- 8	Retirement Contributions		90.00
F- 9	High & Latin Commercial Dept.		5,000.00
F-12	Professional Library & Staff Council		800.00
F-13	Labor & Materials — Buildings		78,800.00
F-14	Audio-Visual Dept.		10,000.00
F-15	Special Athletic Fund		41,522.00
F-16	Music Department		3,500.00
F-17	Psychiatric Consultant		2,500.00
F-18	School T.V. District #2		2,900.00
G- 7	Furniture & Fittings:		
	Classroom Furniture	$ 10,000.00	
	Window Shades	2,000.00	
	Rehabilitation — Supt. Office	25,000.00	
			$ 37,000.00
G- 8	Educational & Recreational Equipment		5,000.00
G- 9	Office Equipment		2,000.00
G-10	Science Equipment — Elementary		5,000.00
G-11	Rindge Technical School Equipment:		
	Linotype Machine		10,617.00
	13th & 14th Year Plan		24,695.00
	TOTAL		$6,239,183.83

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that he be authorized to conduct an open house at the Charles G. Harrington School on a night to be selected during the next week and that the parents of the Putnam and Thorndike School be invited through the students.

On motion by Mr. Duehay it was voted to convene in regular session.

On motion by Mr. Fitzgerald it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, February 2, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Question came on approval of the minutes. It was unanimously voted to correct the minutes of the recessed meeting of January 14, 1965, in the motion attempting to reduce the recommended sum for Schedule F-17 Psychiatric Consultant by showing the roll-call as one "Yea" and five "Nay" and one "Absent".

On motion by Mr. Solomons it was voted to approve as corrected the minutes of the meetings of January 12, 1965, recessed and adjourned on January 14, 1965 and the regular meeting of January 19, 1965.

On motion by Mrs. Ackermann it was voted that the matter of designating one member of the School Committee as "Legislative Representative" be referred to the Vice-Chairman for action.

On motion by Mr. Olesen it was voted to make part of the minutes the following communication from the joint executive boards of the Haggerty and Russell PTA's: (Petitions referred to include 264 signatures from the Haggerty district and 233 signatures from the Russell district):

February 1, 1965

Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Honorable members:

Following your recent vote to build three new schools, some question was raised by City Counselors as to the extent to which the Russell and Haggerty parents support your action in voting for the consolidated schools for their districts. To dispel these doubts, petitions addressed to the Council were circulated. Since about 500 signatures were secured, representing some 95 percent of the families in the two districts with children in the public schools, no doubt whatsoever should remain as to parental support for the new school. The near unanimity is particularly striking, since the site has not yet been selected.

Copies of the two petitions, with the number of signatures noted thereon, are attached. We think that this evidence of overwhelming support by parents of your action will be of particular interest to you during your deliberation on the difficult question of sites.

Your interest and kindness upon the appearances before you of parents favoring new schools, and your commendable action in voting for the three schools, have been greatly appreciated by the parents. We hope for your early action on the question of sites.

Very truly yours,
JOINT EXECUTIVE BOARDS
Haggerty and Russell PTAs

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent regretfully reported the death, on January 26, 1965, of Thomas E. Smith, a member of the Rindge Technical School Faculty for thirty-three years and Head Coach of Rindge Tech. football team. It was unanimously voted to express to Mrs. Smith the committee's sincere sorrow upon learning of his death.

On motion by Mr. Fitzgerald it was voted to accept the resignation of Mrs. Louisa Cauvin, teacher at the High & Latin School, effective February 1, 1965.

On motion by Mr. Olesen it was voted to adopt the Superintendent's recommendation that permission be granted the freshman and sophomore classes at both high schools to voluntarily participate in an essay contest being conducted by Sts. Constantine and Helen Greek Orthodox Community as part of the celebration of Greek Letters Week, essay to be entitled "Greek Contributions to Civilization Through The Ages".

On motion by Mr. Solomons it was voted to make part of the minutes the following communication from the State Department of Education, Research & Statistics Division:

The Commonwealth of Massachusetts
DEPARTMENT OF EDUCATION
200 Newbury Street, Boston 02116

January 19, 1965

Mr. John M. Tobin
Superintendent of Schools
Cambridge Public Schools
Cambridge, Massachusetts

Dear Mr. Tobin:

We have been advised by the NEEDS project that your school system is operating on the NEEDS automated attendance system.

The legislation enacted on May 19, 1959 amending section 8 of Chapter 72 of the General Laws was filed by the Commonwealth's Board of Education. For this reason, you may be certain that the Department is pleased to approve your request and authorization is granted herewith for one school year.

This limitation is not to be construed as hesitation or reluctance on the part of the Department to approve your request, but rather to allow time for proper evaluation of the proposed data processing system.

The school registers maintained by teachers or school officials should be carried through the second semester of the school year 1964-1965 and balanced.

In the event the Department can be of assistance on this or other projects, please be assured of our continued interest and cooperation.

Best wishes on your new program.

Sincerely yours,
RAYMOND S. DOWER, JR.
Director

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that the School Committee approve the transmittal of the following letter:

Mr. Robert Sargent Shriver, Jr.
Director, Office of Economic Opportunity
Washington, D. C.

Dear Mr. Shriver:

The members of the Cambridge School Committee realize the tremendous potential of the Economic Opportunity Act for all the Children of Cambridge. We are pleased in having a part in the selection of the members of the Cambridge Economic Opportunity Committee. Six members of our educational staff serve as members of the Board of Directors.

Be assured of our continuing endorsement of the Cambridge Economic Opportunity Committee and of our assistance in projects submitted through the local committee which meet with your approval.

Very truly yours,
EDWARD A. CRANE, Mayor
Chairman, Cambridge School Committee

On motion by Mr. Solomons it was voted to make part of the minutes the following communication received from Lucille M. Kelley, Master's Assistant at the Putnam School:

Dear Mr. Tobin:

The majority of Putnam School parents have expressed their desire for a new consolidated Putnam-Thorndike School. These questionnaires are signed by the respective parents.

Sincerely,
LUCILLE M. KELLEY

The Superintendent concurred in a recommendation received from Joseph A. Kozlowsky, Director of Physical Education & Athletic Activities, that the Rindge Technical School Mile Relay Team, plus one alternate and a high jumper, together with the track coach Joseph McDavitt, be granted permission to participate in the Indoor Track & Field Championships at Madison Square Garden in New York City, on Saturday, February 20, 1965, and that a sum of $250.00 be appropriated from the Athletic Fund to cover the expenses of this project. On the following roll-call it was voted on motion by Mr. Solomons to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Conforming to an order of December 1, 1965, that the Superintendent be asked to form a faculty committee to explore new ways of setting up parent-teacher conferences to make them more pleasant, more private and more efficient, the Superintendent submitted the following report and on motion by Mrs. Ackermann it was voted that the report be made part of the minutes and approved.

January 26, 1965

The Superintendent of Schools submits the following report in compliance with the School Committee Order, December 1, 1964: "In School Committee 12/1/64 — Ordered: That the Superintendent be asked to form a faculty committee to explore new ways of setting up parent-teacher conferences to make them more pleasant, more private and more efficient."

1. A committee composed of the following administrators and teachers was established.

    David E. Hockman, Assistant Superintendent of Schools
    Edward A. Conley, Assistant Superintendent of Schools
    John J. Sheehan, Headmaster, Cambridge High & Latin
    Robert R. Sweeney, Headmaster, Rindge Technical
    William F. Foley, Master, Longfellow School
    Mr. Thomas P. Burns, Cambridge High & Latin School
    Miss M. Dorothea Murray, Cambridge High & Latin School
    Mr. William J. Joyce, Rindge Technical School
    Mr. Joseph G. Sateriale, Rindge Technical School
    Mr. Albert J. Brooks, Fletcher School
    Mr. George J. Saideh, Morse School
    Miss Elizabeth A. Steinkrauss, Roberts School
    Mrs. Anna H. Bulger, Haggerty School

2. The committee after study and discussion proposed that:

    a. Parent-Teacher-Pupil Meetings continue to be held twice a year but the dates be changed to directly after the close of the first and second marking periods. (November and February)

    b. Teachers will be briefed again as to the importance of brevity in each conference. Appointments will be made at the meeting for conferences for the more difficult cases.

    c. At the elementary level a pilot program will be initiated at the Fletcher School the results of which will be compared with Longfellow School.

        This program will be set-up in this fashion:

        (1) Each 6, 7 and 8 grade teacher will send home immediately a blank asking what time a parent could conveniently come to school during normal school day.

        (2) Teachers will check their class schedule to see what time when they are not teaching would coincide with parental availability and an appointment set-up. These parents would, therefore, not need to see upper elementary grade teachers on the assigned nights allowing longer conferences for working parents.

    d. The Longfellow School will continue its present format. Parents of children with problems, however, will be given at the P-T-P a definite appointment for teacher conference. There will be no discussion of the problems on that evening. This should minimize to some extent the long waits some parents have undergone while allowing private and detailed discussion of the youngsters with problems.

e. The teachers of the two schools will be asked to evaluate the program and the masters of each school will compare the results after sampling parental reaction. A further report will be made when this comparison has been made.

3. At the secondary level the committee suggests as a pilot program for the next Parent-Teacher-Pupil night that:

   a. Two evenings be authorized.

   b. An alphabetical system be employed to divide as evenly as possible the number of visits each of the two evenings.

   c. Teachers be instructed to limit the length of time allotted to each parent, to refrain from discussion of problems requiring more extensive consideration and to urge parents to request after school interviews whenever necessary for the good of the student.

   d. Each Headmaster organize a system which will provide for scheduling after school conferences at the request of the parent. Such arrangements must not interfere with the regularly assigned duties of any teacher.

   e. Forms be available from each teacher on Parent-Teacher-Pupil night and from the guidance personnel at other times by which parents would request after school conferences.

JOHN M. TOBIN
Superintendent of Schools

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

Question came on a proposed amendment to the salary schedule, presented by Mr. Duehay at the meeting of January 19, 1965, "that the salary ratio for high school headmasters, based on Bachelor Degree maximum salary, be amended by striking out the rule as it presently appears and substituting the following: First Year Ratio 1.50; Second Year Ratio 1.55; Third Year Ratio 1.60; Fourth Year Ratio 1.65" and a proposed amendment to the amendment by Mr. Olesen by adding "that the present ratio for Headmaster's Assistants be based on a maximum teachers' salary with Master Degree." Mrs. Ackermann moved that Mr. Olesen's proposed amendment be referred to the Superintendent with the request that he review all ratio groups and report back before the first meeting in September. Mr. Olesen moved to amend Mrs. Ackermann's motion by striking out the words "Mr. Olesen's amendment" and substituting the words "proposed amendment to the salary schedule, presented by Mr. Duehay and a proposed amendment thereto presented by Mr. Olesen." On the following roll-call Mr. Olesen's amendment failed of adoption: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". On the following roll-call Mrs. Ackermann's motion "to refer" failed of adoption: Mrs. Ackermann and Mr. Fitzgerald voting "Yea"; Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Nay". Question then came on Mr. Olesen's amendment, "that the present ratio for Headmaster's Assistants be based on a maximum teachers' salary with Master Degree" and on the following roll-call the amendment failed of adoption: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay". On the following roll-call it was then voted to adopt the proposed amendment to the salary schedule presented by Mr. Duehay, "that the salary ratio for high school headmasters, based on Bachelor Degree maximum salary, be amended by striking out the rule as it presently appears and substituting the following: First Year Ratio 1.50; Second Year Ratio 1.55; Third Year Ratio 1.60; Fourth Year Ratio 1.65." Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Olesen and Mayor Crane voting "Nay". A motion by Mr. Duehay to suspend the rules for the purpose of moving reconsideration at this meeting prevailed on the following roll-call: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Olesen and Mayor Crane voting "Nay". On the following roll-call a motion by Mr. Duehay to reconsider the vote adopting the amendment to the salary schedule, hoping same would not prevail, failed of adoption: Mr. Olesen and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay".

NEW BUSINESS

It was voted to adopt a motion offered jointly by Mrs. Ackermann and Mr. McMahon that the Cambridge School Committee extend its warmest congratulations and good wishes to Dino A. Egidio of the Cambridge High & Latin School for his selection in the Honors Group in the 24th Annual Science Talent Search for the Westinghouse Science Scholarships and Awards of 1965.

Mrs. Ackermann moved that the Superintendent be requested to review all ratio groupings and recommend to the committee any changes that he considers necessary to make each administrator's remuneration appropriate to his responsibilities and duties. Objection was placed against action at this meeting and the chairman ordered the motion placed on the 'calendar'.

On motion by Mayor Crane it was voted that in view of the truly superb production of "CAMELOT" presented by the students of Cambridge High & Latin School on January 29, 30, 1965, for the benefit of the John F. Kennedy Memorial Library and dedicated to John J. Sheehan, retiring Headmaster of the Cambridge High & Latin School, the Cambridge School Committee extends its thanks and appreciation to the various members of the faculty, students and friends for their kind and valuable help in making possible this tremendous success; and, further, the Cambridge School Committee extends special commendation to the drama coach, Mr. Robert Guest, his excellent staff of assistants and the students of the cast for accomplishing such an excellent performance on behalf of the Dramatic Club of the Cambridge High & Latin School.

Mr. Fitzgerald moved that the site of the present Thorndike School, plus the land between the Thorndike School and Sixth Street, be approved as the site of the proposed new Putnam-Thorndike School, as described more fully in the "Preliminary Statement — December 1, 1964", presented by the School Building Advisory Committee and concurred in by the Superintendent of Schools in a report entitled "Report Relative to New School Construction" as spread upon the minutes of the meeting of January 19, 1965; and, further, that the City Manager is herewith requested to take the necessary steps without delay to secure this land for such purposes and to retain a competent architect forthwith to prepare plans and specifications for an elementary school of Grades Kindergarten through Eighth in accordance with the educational specifications contained in the Superintendent's report above referred to, said plans to be presented to the School Committee for consideration at the earliest possible date. Mr. Solomons moved to amend by adding "that the School Committee approve the present site of the Houghton School together with other adjacent land that may be necessary for the erection of a new Houghton School; and, further, that the City Manager be requested to appoint an architect forthwith to draw plans and specifications." It was unanimously agreed to refer this motion and amendment to executive session.

Mr. Olesen moved that the Superintendent study and report back to the School Committee by the first meeting in April on a program for the educable retarded between the ages of 16 and 18 years, in occupational training. Also the Superintendent is requested to study and report findings on team teaching for the special education program; to consider a high school curriculum for the retarded as found in the City of Quincy and the city of Melrose. Mrs. Ackermann objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

Mr. Olesen moved that the Superintendent report to the School Committee by the next regular meeting in connection with a previously submitted report in which it was stated that there are shared facilities now being used in the City of Cambridge, listing the facilities he has reference to, what non-public school system uses them and state whether they are under the supervision of the School Department or other city agency at the time they are used by non-public school children. Mr. Solomons objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

Mr. Olesen moved that the Mayor's Committee on Poverty study and identify public school areas of Cambridge that have at least 3% of the children from these school districts whose families have less than $2,000 yearly income and who will become eligible for Federal aid under the President Johnson Educational Program now being considered by Congress. On the following roll-call the motion failed of adoption: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay".

Mr. Olesen moved that the Superintendent study and report to the School Committee by the first meeting in May, 1965, on the work and program of the Parents' Tutoring Committee of the Cambridge Neighborhood House and determine if a program can be coordinated between this department and the Parents' Tutoring Committee which will be eligible for Federal aid. Prior to reporting to the School Committee the Superintendent is requested to communicate with Mr. James Adler, of the Office of Economic Opportunity, Urban Center, 1156 Fifteenth Street, Washington, D. C., for the purpose of determining any suggestions which would make Federal aid more readily available for this program. Mr. Solomons placed objection against action at this meeting and the chairman ordered the motion placed on the 'calendar'.

On motion by Mr. Olesen it was voted on the following roll-call that the Director of Athletics report to the School Committee by the next regular meeting whether there will be Spring football practice this year. If not why Cambridge high schools do not have Spring practice when our students are competing in the fall with schools who have had Spring practice and are better conditioned: Mrs. Ackermann, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Duehay and Mr. Fitzgerald voting "Nay".

Mr. Olesen moved that the Superintendent report to the School Committee by the next regular meeting on the progress of recruiting a new Assistant Director of the Bureau of Pupil Services in charge of guidance, guidance counselors, adjustment counselors, and other recommended new positions in the bureau of Pupil Services. Mr. Duehay placed objection against action at this meeting and the chairman ordered the motion placed on the 'calendar'.

Mr. Olesen moved that the Superintendent report at the next regular meeting of the School Committee on when the examination for the position of data processing will be held and the Superintendent's recommendation of members to serve on the Board of Examiners in compliance with the rules of the Cambridge School Committee. Mr. Fitzgerald objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

On motion by Mr. Olesen it was voted that the Superintendent report at the next regular meeting his reasons for not favoring new schools being constructed with sprinkler systems as a safety precaution as recommended by the National Board of Fire Underwriters.

On motion by Mr. Olesen it was voted that the Commissioner of Metropolitan District Commission be requested to immediately assign a police officer at the corner of Fresh Pond Parkway and Huron Avenue for the school crossing of children attending the Russell School.

Mr. Olesen moved that the Superintendent report at the next meeting the number of classes and the number of students in each class which each teacher in our two high schools has assigned to him or her. Mrs. Ackermann objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

Mr. Olesen moved that the School Committee have two special meetings, one in March and one in April to discuss with all directors and all headmasters' assistants (heads of departments) (1) need for additional personnel in their respective departments; (2) additional supplies and facilities; (3) suggested changes in curriculum within their respective departments for improvement and advancement of all students. On motion by Mrs. Ackermann it was voted that this proposed motion be referred to the Superintendent for report at the next meeting.

On motion by Mrs. Ackermann it was voted that the Committee on Buildings and Grounds be requested to look into the question of the acoustics at the High and Latin School Auditorium.

On motion by Mr. Olesen it was voted that the Committee on Buildings & Grounds examine the locks on the student lockers at the High & Latin School to determine whether or not some system can be arranged so that the combinations on these lockers are not available to all students.

It was voted to convene in executive session.

On motion by Mr. Fitzgerald it was voted that the secretary of the committee and any member of the committee be granted permission to attend the National Schoolboy Track and Field Championships at Madison Square Garden, New York City, and that a sum not to exceed $150.00 per person be appropriated from the High School Athlectic Fund: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann "Present". The rules having been suspended a motion by Mr. Fitzgerald to reconsider the foregoing vote failed of adoption.

On the following roll-call it was voted to approve the secretary's recommendation that a sum of $4,290.00 be appropriated to Schedule F-27 NEEDS, said sum to be provided by transfer from School Grant PL-874: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent reported that he is planning to convert a room at the Abraham Lincoln School to a library room and requested authorization to purchase the equipment for this purpose under the provisions of a present contract at a price of $3,681.35. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. McMahon it was voted on the following roll-call to adopt the Superintendent's recommendation that the vision classes be discontinued because of lack of numbers and that the four remaining students be granted permission to attend vision classes in the Somerville schools: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Olesen voting "Nay".

The Superintendent recommended that the City Solicitor's opinion be requested in relation to the proposed amendment to the rules to include a provision for five day sick leave, accumulative, for permanent part-time junior clerk-typists, inasmuch as he was wondering whether or not it would be legal to provide such leave for employees who are on a per diem status. On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation.

On the following roll-call it was voted to adopt the following three motions: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

> ORDERED: That the site of the present Thorndike School, plus the land between the Thorndike School and Sixth Street, be approved as the site of the proposed new Putnam-Thorndike School, as described more fully in the "Preliminary Statement — December 1, 1964" presented by the School Building Advisory Committee and concurred in by the Superintendent of Schools in a report entitled "Report Relative To New School Construction", as spread upon the minutes of the meeting of January 19, 1965; and, further, that the City Manager is herewith requested to take the necessary steps without delay to secure this land for such purposes and to retain a competent architect forthwith to prepare plans and specifications for an elementary school of Grades Kindergarten through Eighth in accordance with the educational specifications contained in the Superintendent's report above referred to, said plans to be presented to the School Committee for consideration at the earliest possible date; and, be it further,
>
> ORDERED: That the School Committee approve the present site of the Houghton School, together with other adjacent land that may be necessary for the erection of a new Houghton School and, further, that the City Manager be requested to appoint an architect forthwith to draw plans and specifications for presentation to the School Committee for consideration; and, be it further,
>
> ORDERED : That the City Manager be requested to hire immediately an architect qualified in school building to work with the Superin-

tendent and to advise the School Committee in its task of selecting a site for a combined Russell-Haggerty School, with the understanding that the same architect will be retained to erect a modern school building in accordance with the Superintendent's recommendation.

On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of moving reconsideration on the foregoing vote. A motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted to reconvene in regular session.

On motion by Mr. Fitzgerald it was voted to ratify and affirm the votes taken in executive session.

On motion by Mr. Fitzgerald it was voted to adjourn;

ADJOURNED.

EWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE

(Official Report)

Tuesday, February 16, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Question came on approval of the minutes of previous meetings. It was unanimously agreed to correct the minutes of the meeting of February 2, 1965, in the motion regarding a program for educable retarded, in the reference to other cities, by changing "Town of Melrose" to "City of Melrose". It was then voted on motion by Mr. Olesen to approve the minutes of the meeting of February 2, 1965, as corrected.

Conforming to an order that "the chairman appoint a sub-committee of three members of the School Committee to draft, for the approval of the School Committee, a new section of rules covering all policies and procedures with regard to the 13th and 14th grade technical institute to be established at Rindge Technical School, commencing September 1965, report and recommendations of said sub-committee to be submitted to the School Committee no later than the first meeting in June, 1965", Mayor Crane appointed the following sub-committee:

Gustave M. Solomons, Chairman

Mrs. Barbara Ackermann

Edward M. McMahon

It was unanimously voted to spread upon the minutes a communication from H. P. Hood & Sons Family Physical Fitness Program relative to an award made to Athletic Trainer William F. X. Linskey and that the School Committee extend its congratulations to Mr. Linskey for this achievement:

FAMILY PHYSICAL FITNESS

February 11, 1965

School Committee
Cambridge School Department
1700 Cambridge Street
Cambridge, Massachusetts 02138

Gentlemen:

I wish to formally inform you that H. P. Hood and Sons has honored a member of the Cambridge Public Schools. An award, the first of its kind, was presented to trainer William F. X. Linskey by our Physical Fitness Council at a clinic it sponsored in the prevention and care of athletic injuries February 6, 1965, at Tufts University. More than two hundred high school coaches in Eastern Massachusetts attended and warmly greeted the presentation to Linskey.

The mahogany plaque was inscribed:

To
WILLIAM F. X. LINSKEY
For His
Outstanding Contribution
To Physical Fitness
And Extraordinary Service
As Trainer and Friend
To Schoolboy Athletes
Presented By
H. P. HOOD and SONS
February 6, 1965

I feel we will never make a more deserving award in any area of athletics and physical fitness.

Our Council on Physical Fitness has long been aware of Linskey's excellent work with youngsters — always extending "above and beyond the line of duty." And we felt that calling attention to it was only fitting. Bill's endeavors not only reflect the highest standards of his profession, but typify the spirit of the late President Kennedy's philosophy on physical fitness — a philosophy Hood's attempts to nourish through its Council.

So we congratulate not only Linskey, but also the School Department of the City of Cambridge for its leadership in the area of providing an athletic trainer for its students — especially one so capable and tireless as William F. X. Linskey. It is an example that could wisely be followed by school departments in other communities.

Sincerely,
THOMAS G. FEENAN, Director
Physical Fitness Program

The secretary presented a copy of a communication sent to Harding U. Greene, Chairman of the School Building Advisory Committee, by Eduardo F. Catalano, a member of the School Building Advisory Committee, offering technical assistance in selecting school sites and architects, and on motion by Mrs. Ackermann it was voted to express the School Committee's appreciation for his proffered assistance and to advise Mr. Catalano that this matter is now in the hands of the City Manager; and that the communication be placed on file.

Mrs. Ackermann moved to refer to the Superintendent with power a request from the combined Russell-Haggerty P.T.A. requesting that they be granted permission to hold a meeting at the Peabody School and to view the entire building after the meeting. A motion by Mr. Olesen to amend by striking out the words "Superintendent" and substituting the words "Assistant Superintendent" failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". It was then voted to adopt Mrs. Ackermann's motion.

On motion by Mr. Olesen it was voted to place on file a communication from the City Council extending congratulations to the students and teachers at the High & Latin School for the production of "Camelot".

On motion by Mr. Solomons it was voted to refer to the Superintendent with power a petition from Mrs. Herta Loeser, Chairman of the Cambridge Branch of the Parents' League of Greater Boston requesting permission to distribute through ninth to twelfth grade students as well as seventh and eighth grade students a revised copy of the booklet "We Can Agree".

On motion by Mr. Duehay it was voted that the members of the Professional Rights and Responsibilities Committee of the Cambridge Teachers Association be invited to appear before the School Committee at the next regular meeting of the committee for the purpose of discussing a proposed agreement.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent reported the resignation of Mrs. Lenore K. Scheffer, kindergartner at the Longfellow School, effective February 5, 1965, and on motion by Mr. Duehay it was voted to accept the resignation.

The Superintendent recommended that due to the change in the program of the Parent-Teacher-Pupil Meetings that the Cambridge High & Latin School Parent-Teacher-Pupil Meeting be held on Monday evening, March 8, 1965, from 7 to 9 p.m., and on Wednesday evening, March 10, 1965, from 7 to 9 p.m.; and further, that the Rindge Technical School Parent-Teacher-Pupil meeting be held on Monday evening, March 15, 1965, from 7 to 9 p.m. Mr. Fitzgerald moved adoption of the Superintendent's recommendation. Mr. Olesen objected to action on the motion at this meeting and the chairman ordered the motion placed on the 'calendar'. On motion by Mr. Solomons it was voted on the following roll-call to suspend the rules for the purpose of taking action on the motion at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". A motion by Mr. Olesen that the matter be referred back to the Superintendent, failed of adoption. It was then voted to adopt Mr. Fitzgerald's motion to adopt the Superintendent's recommendation. Mr. Olesen is recorded as voting "Nay".

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that the following dates be approved for the Americanization and Evening School Graduations:

Americanization and Evening Elementary School Graduation	Tuesday, March 23, 1965
Evening High School and Rindge Evening Industrial School Graduation	Thursday, March 25, 1965

On motion by Mr. Fitzgerald it was voted to refer to the Superintendent with power the petition from the Morgan Memorial relative to their annual collection of clothing.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that Brotherhood Week be observed in Cambridge during the week of March 1-5, 1965, and that assembly programs be conducted in each school and that exercises be held in the individual classrooms during this week.

On motion by Mr. Olesen it was voted to adopt the Superintendent's recommendation that students of the High & Latin School and Rindge Technical School be permitted to voluntarily participate in the Peter Francisco Essay Contest sponsored by the Portuguese American Civic League of Massachusetts.

Conforming to a request for specifics relative to instruction of high school pupils in proper modes of conduct, the Superintendent submitted the following letters from the Headmasters; and on motion by Mr. Solomons it was voted that these reports be approved:

January 21, 1965

Mr. David Hockman
Assistant Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. Hockman:

With reference to our recent conversation regarding the program for improving the conduct of students in the school, I would like to make the following observations:

Four times during the Fall term, beginning with the opening day of school, we have addressed the students, by classes, on the subject of Conduct. We can reinforce this effort during the Wednesday morning Guidance period which will take care of the small group phase of this effort.

I would also like to point out to you that there is a great deal of work done in directing the conduct of individuals in a constructive manner by teachers and administrators as a part of their daily duties and I do not include discipline for infraction of the school rules under this activity.

We have, with the exception of noting over the Public Address System that the noise level in the cafeteria and corridors was excessive, never considered the matter of Conduct as a proper subject to be dealt with through the use of this medium.

I welcome further suggestions as regards the expansion of this particular part of the school program.

Yours truly,
ROBERT R. SWEENEY
Headmaster

February 5, 1965

Mr. David Hockman,
Assistant Superintendent
Cambridge Schools
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. Hockman:

We have had Assembly Programs for each Class in this school, and we have had the topic of conduct discussed at these meetings.

Also, we have discussed this topic — conduct — in each Home Room.

This week we also had a Teachers' Meeting and the topic was discussed. In fact, this type of topic is discussed in the Civics Classes and in other classes as well.

Respectfully,
JOHN J. SHEEHAN
Headmaster

Conforming to an order of the School Committee adopted at the meeting of January 5, 1956, "to refer back to the Superintendent for further study his recommendation of October 15, 1964, on recruitment policies" the Superintendent presented the following report:

February 12, 1965

In compliance with the School Committee Order of January 5th, to refer back to the Superintendent for further study his recommendation of October 15th, on recruitment policies, the Superintendent respectfully submits the following report.

The Board of Examiners was asked to re-examine its recommendation. The Board after study and discussion resubmits its recommendation that all candidates who qualify under either the present regular appointment plan or the provisional appointment procedure will be placed on the same list under the following rules:

1. The National Teacher Examinations will be taken by all candidates prior to recommendation for appointment. A minimum score of 550 points in the Common Examination and 50 points on the Teaching Area Examination (formerly called Optional Examination) will be essential for qualification.
2. Academic record (or work experience for shop teachers) will be evaluated. The maximum score on this section would be 20 points.

3. An evaluation interview will be held. A maximum score on this section would be 20 points, a minimum score of 12 will be necessary for qualification.

Applicants who have qualified will then be awarded points for successful experience (classroom teaching) based upon the following:

1. 2 points will be awarded for each successful year of teaching up to 3 years	**6 points**
2. Another point will be awarded for each additional year up to 4 years	**4 points**

Veterans will be awarded an additional 5 points.

The Board of Examiners believes that since the National Teacher Examinations are now given four (4) times each year no candidate would find it impossible to have taken this Examination in time for consideration for appointment.

The Board of Examiners for this reason and for reasons outlined in their report of October 15, 1964, respectfully asks the Superintendent to consider recommending to the School Committee a change in their rules substituting the proposal listed above for Chapter 8, Section 19, A and B and the section entitled Requirements for Teacher Appointment Without Initial Examination and substituting therefor the above listed recommendation.

JOHN M. TOBIN
Superintendent of Schools

On motion by Mr. Duehay it was voted to again refer the foregoing report back to the Superintendent for a more comprehensive report.

REPORTS OF COMMITTEES

Mr. Fitzgerald, chairman of the sub-committee on Buildings & Grounds presented the following report and on motion by Mr. Solomons it was voted on the following roll-call to approve the report and adopt the recommendations contained therein: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

Committee on Buildings & Grounds
Tuesday, February 9, 1965

Present: Mr. Fitzgerald, Chairman; Mr. Duehay, Mr. Solomons.

It was voted to recommend that the Chief Custodian be instructed to arrange a complete survey of the heating system at the High & Latin School, at a cost not to exceed $1,000.00, said sum to be charged to Schedule F-13 Repairs to Buildings and Grounds.

The following two communications were received from the Chief Custodian:

> "This is to inform you that the main steam line heating the Library and Rindge Technical School is leaking and we have found that one of the welds and two of the expansion joints have been split. We have ordered new expansion joints and expect them to be delivered this week. As it is impossible to do this work while the steam is on, it is my hope that this weekend will be mild so that we can shut off

> the steam and complete this work. I also wish to inform you that the Public Works Department has started the interior painting at Roberts School."
>
> "On January 27 I received a call from Mrs. McBride, Principal at Girls' Vocational School, that the building was cold. I called Marvel Heat Company, who have a City contract for maintenance of #2 oil burners, to check the oil burner. The service man recommended and installed a new high-limit control which seemed to work very well for a few hours as Mrs. McBride called and said she was pleased and everything was satisfactory. At 12:45 p.m. I received a call from Mrs. McBride again saying she had to call the Fire Department because she heard a terrific noise in the basement and soot was coming up through the registers. I visited the site and found that the boiler had backfired. I called Marvel Heat Company, the service man came out immediately and checked the burner again and it has been running alright ever since."

It was voted to recommend approval of payment of overtime for Arnold Nelson in the sum of $39.96; Edward Regione in the sum of $39.96; George Hannafin in the sum of $26.64, said overtime work having been performed in connection with repairs to the steam line from the High & Latin School to Rindge Technical School.

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

At the meeting of February 2, 1965, it was voted to refer to the Vice-Chairman for action the matter of designating one member of the School Committee as "Legislative Representative". Vice-Chairman Solomons designated the following:

Mrs. Barbara Ackermann, Legislative Agent

Mr. Edward M. McMahon, Alternate

Mr. Gustave M. Solomons, Alternate

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted to lay on the table a motion presented by Mrs. Ackermann at the meeting of February 2, 1965, "That the Superintendent be requested to review all ratio groupings and recommend to the committee any changes that he considers necessary to make each administrator's remuneration appropriate to his responsibilities and duties."

Question came on a motion presented by Mr. Olesen at the meeting of February 2, 1965, "That the Superintendent study and report back to the school committee by the first meeting in April on a program for the educable retarded between the ages of 16 and 18 years, in occupational training. Also the Superintendent is requested to study and report his findings on team teaching for the special education program; to consider a high school curriculum for the retarded as found in the City of Quincy and the City of Melrose." On the following roll-call the motion failed of adoption: Mr. Olesen and Mayor

Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay".

On motion by Mr. Olesen it was voted to allow to remain on the 'calendar' until the next regular meeting a motion presented by Mr. Olesen at the meeting of February 2, 1965, "That the Superintendent report to the School Committee by the next regular meeting in connection with a previously submitted report in which it was stated that there are shared facilities now being used in the City of Cambridge, listing the facilities he has reference to, what non-public school system uses them and state whether they are under the supervision of the School Department or other city agency at the time they are used by non-public school children."

On motion by Mrs. Ackermann it was voted to refer to the Economic Opportunity Committee a motion presented by Mr. Olesen at the meeting of February 2, 1965, "That the Superintendent study and report to the School Committee by the first meeting in May, 1965, on the work and program of the Parents' Tutoring Committee of the Cambridge Neighborhood House and determine if a program can be coordinated between this department and the Parents' Tutoring Committee which will be eligible for Federal aid. Prior to reporting to the School Committee the Superintendent is requested to communicate with Mr. James Adler, of the Office of Economic Opportunity, Urban Center, 1156 Fifteenth Street, Washington, D. C., for the purpose of determining any suggestions which would make Federal aid more readily available for this program."

On the following roll-call it was voted not to adopt a motion presented by Mr. Olesen at the meeting of February 2, 1965, "That the Superintendent report to the School Committee by the next regular meeting on the progress of recruiting a new Assistant Director of the Bureau of Pupil Services in charge of guidance, guidance counselors, adjustment counselors, and other recommended new positions in the Bureau of Pupil Services.": Mr. Olesen and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay".

On the following roll-call it was voted not to adopt a motion presented by Mr. Olesen at the meeting of February 2, 1965, "That the Superintendent report at the next regular meeting of the School Committee on when the examination for the position of data processing will be held and the Superintendent's recommendation of members to serve on the Board of Examiners in compliance with the rules of the Cambridge School Committee": Mr. Olesen voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay"; Mrs. Ackermann "Present".

On the following roll-call it was voted not to adopt a motion presented by Mr. Olesen at the meeting of February 2, 1965, "That the Superintendent report at the next meeting the number of classes and the number of students in each class which each teacher in our high schools has assigned to him or her": Mr. Olesen and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay".

Awaiting Report:

On motion by Mr. Fitzgerald it was voted that the secretary request a reply from the City Solicitor in answer to the committee's request for an opinion as to the legality of adopting a rule providing for 5-day sick leave for permanent part-time junior clerk-typists.

Conforming to an order that he report as to whether there will be Spring football practice this year, and if not why Cambridge high schools do not have Spring practice when our schools are competing in the Fall with schools who have Spring practice and are better conditioned, the Director of Athletics presented the following report:

February 15, 1965

To The Honorable,
The Cambridge School Committee,
Cambridge, Massachusetts

Dear Sirs and Madam:

Pursuant to your request for information in reference to "Spring Football Practices", I wish to say at this time, we do not intend to have Spring Football Practice for the following reasons:

1. The Massachusetts Secondary School Principal's Association recommendation is against Spring Football Practice.
2. Our Baseball, Outdoor Track, Golf, and Tennis seasons begin on March 15th which brings Spring Football Practice in conflict up to June with these activities.
3. We have tried Spring Football Practice in the past, but discontinued it as not being worthwhile.
4. The Fall football season begins on or about September 1st, and continues through Thanksgiving Day. It is a long season. The needs of our boys can be fulfilled in that period of time.
5. Our Football players will be given a fitness conditioning program to follow during the summer months.
6. The Cambridge High and Latin School football team will play only two teams that do have spring football practice this year.
7. Rindge Technical School's Football Teams over the last five-year period have a creditable record of 23 Wins-16 Losses-2 Ties.
8. Our Football Teams are well conditioned when they meet their opponents on the Football Field.

Both the Massachusetts School Committee Association and the Massachusetts Association of School Superintendents, by votes exceeding 70 per cent, have registered themselves as against spring football practice.

The Faculty Managers of Cambridge High and Latin School and Rindge Technical School are in accord with me that we should not have Spring Football practice.

Very truly yours,
JOSEPH A. KOZLOWSKY
Director

Mr. Duehay moved adoption of the foregoing report from the Director of Athletics. Mr. Olesen offered a substitute motion that the report be referred back to the Director of Athletics for further study. On the following roll-call the substitute motion failed of adoption: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". It was then voted to adopt the main motion by Mr. Duehay that the report be adopted. Mr. Olesen is recorded as voting "Nay".

Conforming to a motion that he report his reason for not favoring new schools being constructed with sprinkler systems as a safety precaution as recommended by the National Board of Fire Underwriters, the Superintendent presented the following report:

February 11, 1965

Report of Safety Precautions in New Schools

The safety of pupils in the schools has been the primary concern of the Superintendent for the many years he has been an educator.

Nowhere in the report relative to the new schools or in any previous report has the Superintendent indicated that he is opposed to the installation of equipment which would contribute to that safety.

The recommendations have consistently advocate buildings of an optimum height of two stories; the use of fireproof materials; ease of egress; the installation of fire alarm boxes connected directly to fire headquarters; monthly fire drills and inspections; prompt disposal of waste; assignment of police at dangerous crossings; assistance of pupil safety patrols; constant instruction of pupils by all personnel in matters of safety; the continuance of the Junior Fire Brigade with the cooperation of the Cambridge Insurance Underwriters; the installation of fire detection systems in all buildings which will automatically sound the fire alarm both in the school and at fire headquarters.

The Superintendent is *not* opposed to the installation of sprinkler systems. He has recommended the installation of fire detection systems which will in the case of fire activate the fire alarm and cause the pupils to evacuate the building in an orderly and prompt manner.

For your information there is attached a report from the Superintendent of Buildings, Mr. Charles F. Sprague, setting forth his views in this matter.

I must emphasize once more that the Superintendent has consistently advocated the installation of materials and equipment which will secure the safety of all pupils.

JOHN M. TOBIN
Superintendent of Schools

Mr. Fitzgerald moved that the foregoing report from the Superintendent relative to installing sprinkler systems in new school buildings, be adopted. A motion by Mr. Olesen to refer this report back to the Superintendent for further study, failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". It was then voted to adopt Mr. Fitzgerald's motion that the report as presented be adopted.

Conforming to an order that he report on a proposed motion that the School Committee have two special meetings, one in March and one in April, to discuss with all directors and Headmasters' Assistants (heads of departments) as to (1) need for additional personnel in their respective departments; (2) additional supplies and facilities; (3) suggested changes in curriculum within their respective departments for the improvements and advancement of all students, the Superintendent presented the following report:

February 11, 1965

Report of Requirement for Special Meetings with Headmasters. Headmasters Assistants and Directors

It has been a policy of the Superintendent to maintain a current schedule of each teacher in each high school which indicates the subject taught each period, grade level, the number of pupils in each class, the number of the room assigned and special assignments such as homeroom, lunchroom supervision, study hall, distribution of supplies, etc.

At the elementary level monthly reports are submitted by each school which provide information as to the name of the teacher, the level of instruction, the number of pupils in each class.

Headmasters, Masters and Directors have, this year as in past years, been directed to submit to the Office of the Superintendent no later than Friday, February 19th their anticipated personnel needs for September.

Of necessity these must be based on information currently available and subject to the operation of the laws of nature.

The curriculum committee appointed by the Superintendent with the approval of the School Committee has held meetings with the heads of the science and the social studies departments and with the chairmen of the elementary curriculum committees in these areas.

A report of the science meeting has been distributed to the members of the Committee.

A meeting with the data processing committee has also been reported to the members of the School Committee.

The high school social studies teachers began in January an updating and necessary revision of the social studies courses. The elementary committee has completed the outline for grades one through three and is editing it for publication. Work is well underway for grades four through eight.

A meeting of the social studies department heads, the chairman of the elementary social studies committee, the Superintendent's curriculum committee with Mr. Morison and Mr. Patterson of Educational Service Incorporated has been scheduled for March 10th.

Meetings with the high school department heads in English, in Mathematics and in Modern Language have been scheduled during March and April.

As soon as conditions permit these groups will meet and a summary report will be submitted to the Committee.

Personnel requests are studied by the Superintendent's Office. When questions arise these are resolved with the assistance of the Headmaster, Master or Director concerned and recommendations submitted to the School Committee for a final decision.

Supplies and facilities are constantly being approved. Items in the budget which have been approved by the School Committee are indicative of this. NDEA has been employed to upgrade facilities and equipment in science, modern language and mathematics at all levels.

Installation of library furnishings and the purchase of books has received the approval of the Committee.

This is a resume of the situation as it now exists in these areas. The concern of the Superintendent and of the Committee has been and will continue to be evidenced.

Information in any of these matters is available in the Superintendent's Office. Additional information requested will be made available.

It is the opinion of the Superintendent that the proposed special meetings with the Headmasters, the Directors and the Headmaster's Assistants will not provide information in addition to that which the School Committee now possesses.

Written reports from these same staff members will be supplied as requested.

If it is the wish of the Committee the Superintendent will however schedule these meetings for a date and a time chosen.

JOHN M. TOBIN
Superintendent of Schools

On motion by Mrs. Ackermann it was voted that the foregoing report be placed on the table.

NEW BUSINESS

On motion by Mr. McMahon it was voted to adopt the following resolution:

WHEREAS: John A. ("Snooks") Kelley has been a member of the faculty of the Cambridge School Department since 1932, during which time he has served as sub-master of the Haggerty Elementary School and teacher of Social Studies at the Cambridge High & Latin School; and

WHEREAS: The said John A. Kelley has, for many years, been an outstanding coach of hockey for Boston College where his wisdom, keen insight and exemplary teaching ability has produced some of the finest athletes; and

WHEREAS: Under the direction of Coach John A. "Snooks" Kelley, the Boston College Hockey Team has compiled the best record in the East with eighteen wins and three losses for the 1964-1965 hockey season, culminating by winning, for the eighth time, the Boston Beanpot Hockey Tournament;

therefore be it,

ORDERED: That the Cambridge School Committee records with great pride the fine record set by John A. "Snooks" Kelley, first as a teacher of our high school students and also as coach of Boston College Hockey Team and extends its high praise to him for the great honor he has brought to both institutions.

On motion by Mr. McMahon it was voted to adopt the following resolution:

WHEREAS: The limited recreational area in the City of Cambridge requires that we take full advantage of every possible means to provide exciting, healthy wholesome outdoor sports and activities for our citizens, young and old, and

WHEREAS: In an effort to encourage and provide the facilities for the sport of fishing for our youngsters, many State and Municipal reservoirs have been thrown open for such use; and

WHEREAS: The City Council has adopted an order proposing that fishing will be allowed in the Fresh Pond Reservoir for Cambridge school children;

therefore, be it,

ORDERED: That the Cambridge School Committee record itself as endorsing this action by The Cambridge City Council.

It was voted to adopt a motion, offered jointly by Mrs. Ackermann and Mr. McMahon that the School Committee offer its hearty congratulations to the Director of Art, Joseph L. C. Santoro, and to the students who won keys, blue ribbons and scholarships in the recent Boston Globe Art Contest.

On the following roll-call it was voted to adopt a motion, offered jointly by Mrs. Ackermann and Mr. McMahon that before March 2, 1965, the School Committee hold a special meeting to discuss the new formulas for State Aid to Education now being considered by the Massachusetts Legislature and invite all local representatives and senators and interested city councilors; and in preparation for this meeting the Assistant Superintendents shall compile basic information that may be useful to the School Committee: Mrs. Ackermann, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Duehay, Mr. Olesen and Mayor Crane voting "Nay".

On motion by Mr. Solomons it was voted that the Superintendent study the salary schedules for Substitute Teachers and Evening School Teachers and recommend whatever adjustments he deems advisable.

On motion by Mr. McMahon it was voted that the Director of Athletics be requested to report to the School Committee on or before March 16, 1965, as to what steps he has taken to fill the vacancy of Head Coach of Football at Rindge Technical School.

Mr. McMahon moved that the Chief Custodian report at the next meeting the number of broken window glass now existing in all school buildings together with a statement as to when the necessary replacements will be made. Mr. Solomons moved that Mr. McMahon's motion be referred to the Committee on Buildings and Grounds. It was then voted to adopt a substitute motion by Mr. Fitzgerald that the Chief Custodian be instructed to replace all broken window glass at the Fitzgerald and Morse Schools at once.

On motion by Mr. Duehay it was voted that the Committee on Buildings & Grounds be requested to consider the advisability of installing unbreakable glass windows in the various schools.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

March 2, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

It was unanimously agreed to correct the minutes of the meeting of February 16, 1965, by substituting Mr. Duehay's name for Mr. Olesen as the author of the motion requesting Committee on Buildings & Grounds to consider installation of unbreakable glass windows in the schools.

It was voted to approve the minutes of the meeting of February 16, 1965, as corrected.

On motion by Mr. Olesen it was voted to suspend the regular order of business for the purpose of proceeding to "Hearings".

Miss Marie McCabe, teacher at the High & Latin School, and chairman of the Committee on Professional Rights of the Cambridge Teachers Association, appeared and discussed at length a proposal for recognition and professional procedures.

On motion by Mr. Olesen it was voted to make part of the minutes the following communication from the Office of Economic Opportunity:

February 8, 1965

Hon. Edward A. Crane
Cambridge School Committee
Cambridge, Mass.

Dear Mayor Crane:

Sargent Shriver has seen your letter of February 1. We share his pleasure in your participation in Cambridge's program and look forward to working with your colleagues.

Sincerely yours,
WM. J. VANDEN HEUVEL
Special Assistant to the Director

On motion by Mr. Fitzgerald it was voted to approve an Agreement between the Trustees of Tufts College (for the Department of Social Dentistry of Tufts University School of Dental Medicine) and the City of Cambridge (for the School Committee) concerning a joint project with relation to a dental health education effective retroactively to December 1, 1964, and terminating at the end of the school year in June 1965, as originally agreed to at a regular meeting held on December 1, 1964.

Concerning an agreement entered into between the School Committee and the Cambridge Mental Association, subject to approval by the City Solicitor, the Secretary presented a revised form of agreement approved by the City Solicitor and advised the committee of certain changes as follows:

March 2, 1965

To the Honorable,
The Cambridge School Committee
Cambridge, Mass.

Dear Sirs & Madam:

At a meeting of the School Committee held on December 1, 1964, it was voted that an agreement be entered into with the Cambridge Mental Health Association, subject to the approval of the City Solicitor, to furnish to the fullest extent possible mental health services to the children of the City of Cambridge and their parents as may be required; and, further, that the Cambridge School Department agree to pay the Cambridge Mental Health Association at the rate of $1.00 per school child of the City of Cambridge, it being recognized that the school population of Cambridge is currently approximately 16,675. Such payment shall be made in twelve approximately equal payments and the total amount shall not exceed $16,675.00.

A copy of the report of the special sub-committee together with the form of agreement adopted and forwarded to the City Solicitor is attached.

On March 1, 1965 I received from the City Solicitor a form of Agreement duly signed by the officers of the Cambridge Mental Health Association and approved by the City Solicitor, but which substantially alters and changes the original agreement forwarded to the City Solicitor. (copy of the revised Agreement is also attached).

For your information the following omissions and changes are included in the Agreement approved by the City Solicitor:

1. The date of the agreement has been changed from January 1, 1965 to March 1, 1965.

2. No. 1 of the agreement approved by the School Committee has been omitted entirely and a new Paragraph 1 has been substituted completely altering the approved agreement.

3. Paragraph 2 eliminates the sentence "No fee above 25¢ shall be expected of any child referred by the Cambridge schools."

4. Also in Paragraph 2 Sec. (d) the words "and, further, that the accounts of the Association shall be subject to periodic audit by the School Department" have been deleted.

5. In Paragraph 2 Sec. (f) the following words have been omitted: "and shall furnish to the Superintendent of Schools whenever ethically feasible, the names and addresses of all patients interviewed together with the diagnosis and prognosis, which information shall be kept strictly confidential."

6. Paragraph 3 indicating that the contract or agreement shall run from January to December 1965, has been deleted. I call your attention to the agreement received from the City Solicitor which includes the following sentence: "However, it is further agreed that the total monies expended *in any one calendar year* by said School Department will not exceed $16,675."

Very truly yours,
EDWARD J. O'CONNELL
Secretary of the School Committee

On motion by Mr. Fitzgerald it was voted that the proposed agreement between the School Committee and the Cambridge Mental Health Association be laid on the table.

On motion by Mr. Olesen it was voted that the City Solicitor and the proper authorities of the Cambridge Mental Association be invited to the next meeting of the School Committee for the purpose of further discussing the proposed agreement.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent recommended that permission be granted for the Student Government Exchange Teams of the Rindge Technical School and the High and Latin School to participate in the Student Government Exchange Program sponsored by the Civic Education Division of the State Department of Education. Rindge Technical has been paired with Hingham and Norton High Schools; High and Latin has been paired with Marblehead and Norwell High Schools. On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation.

The Rules having been suspended, it was voted on motion by Mr. Fitzgerald to adopt the Superintendent's recommendation that William J. Coughlan, Science Teacher at Rindge Technical School, be granted leave of absence without loss of salary on March 22 through March 25, 1965, for the purpose of serving on a committee to evaluate Norton High School, Norton, Mass.

The chairman ordered placed on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY THE ECONOMY CO.

Tag
Dot
All Around With Dot and Jim
Through Happy Hours
As Days Go By
Along New Ways
Wide Doors Open
Down Bright Roads
Tales to Enjoy
Through Broad Fields
Stories to Treasure

PUBLISHED BY SILVER BURDETT CO.

Modern Arithmetic Through Discovery
Modern Mathematics Through Discovery
Modern Mathematics: Algebra One and Two
Modern Mathematics: Algebra Two & Trigonometry
Science Program:
    Pictures That Teach: Science 1
    Pictures That Teach: Science for Beginners
Chemistry: Science of Matter, Energy and Change
Silver Burdett NDA-RNa Protein Synthesis
Spell Correctly
Making Music Your Own
The United States of America

Modern History: Europe Since 1600
Avenues to America's Past

PUBLISHED BY FOLLETT PUB'L. CO.

Follett Basic Learnings Program for Secondary Schools:
Learning Your Language: One & Comprehension Checks for same

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that the seniors of the High and Latin School and Rindge Technical School be granted permission to participate, on a voluntary basis, in the annual Essay Contest sponsored by the Mass. State Labor Council AFL-CIO.

On motion by Mr. Duehay it was voted that the following two communications, one from Joseph L. C. Santoro, Director of Art Education, and one from Assistant Headmaster, Edmond Murphy, in-charge-of Data Processing, be made part of the minutes:

February 20, 1965

Dr. John M. Tobin
Superintendent of Schools
Cambridge, Massachusetts

Dear Mr. Tobin:

Annually the students from the Cambridge High and Latin School have entered the competitive exhibition in which their art work is measured against that from schools throughout the state. It is my pleasure to inform you of the results of this competition and to call to your attention those students who have done exceptionally well this year.

The exhibitors are, Leo Abbett, Linda Andon, Elaine Boudreau, Cynthia Costa, Kassandra Damaskos, Rubendos Santos, Edward Fay, Gale Fox, Ruth Frisch, Linda Galgay, Donald Graves, Debra Holford, Kenneth Hughes, Stephen Ritterbush, Stephen Smith, Jeffrey Smyth, Marcia Wegman and Paul White. These students won eighteen gold keys and the ten pieces of work which won blue ribbons will be part of the work representing this state in the national exhibit of high school art.

One student, Marcia Wegman is being considered for the $100 Hallmark prize for the best piece of work in the state. Three seniors have this year submitted portfolios and are competing for scholarships, they are, Elaine Boudreau, Kassandra Damaskos and Marcia Wegman.

It is my pleasure to call your attention to the quality and standards being set by the art department teachers and the talent of the students at the Cambridge High and Latin School.

Cordially yours,
JOSEPH L. C. SANTORO
Director of Art

February 15, 1965

Mr. David E. Hockman
Assistant Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. Hockman:

For your records, as of January 4, 1965, the attendance at Cambridge High and Latin School and at Rindge Technical School is being done by Data Processing.

The report cards at Cambridge High and Latin School are also being done by Data Processing.

Plans are being completed for a Rindge Technical School report card trial run and if the trial run is successful, it is hoped that the report card for the third quarter at Rindge will be done by Data Processing.

Very truly yours,
EDMUND J. MURPHY
Assistant Headmaster

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

Question came on a motion presented by Mr. Olesen at the meeting of February 2, 1965, "That the Superintendent report to the School Committee by the next regular meeting in connection with a previously submitted report in which it was stated that there are shared facilities now being used in the City of Cambridge listing the facilities he has reference to, what non-public school system uses them and state whether they are under the supervision of the School Department or other city agency at the time they are used by non-public school children." On the following roll-call the motion failed of adoption: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay".

Tabled Matters:

On motion by Mrs. Ackermann it was voted to take from the table the Superintendent's report on the motion to hold two special meetings for the purpose of discussing with Headmasters Assistants and Directors, the need for additional personnel, supplies and facilities, and suggested changes in curriculum. On motion by Mrs. Ackermann it was voted to adopt the report as set forth below:

February 11, 1965

Report of Requirement for Special Meetings with Headmasters Headmasters Assistants and Directors

It has been a policy of the Superintendent to maintain a current schedule of each teacher in each high school which indicates the subject taught each period, grade level, the number of pupils in each class, the number of the room assigned and special assignments such as home room, lunchroom supervision, study hall, distribution of supplies, etc.

At the elementary level monthly reports are submitted by each school which provide information as to the name of the teacher, the level of instruction, the number of pupils in each class.

Headmasters, Masters and Directors have, this year as in past years, been directed to submit to the Office of the Superintendent no later than Friday, February 19th, their anticipated personnel needs for September.

Of necessity these must be based on information currently available and subject to the operation of the laws of nature.

The curriculum committee appointed by the Superintendent with the approval of the School Committee has held meetings with the heads of the science and the social studies departments and with the chairmen of the elementary curriculum committee in these areas.

A report of the science meeting has been distributed to the members of the Committee.

A meeting with the data processing committee has also been reported to the members of the School Committee.

The high school social studies teachers began in January an updating and necessary revision of the social studies courses. The elementary committee has completed the outline for grades one through three and is editing it for publication. Work is well underway for grades four through eight.

A meeting of the social studies department heads, the chairman of the elementary social studies committee, the Superintendent's curriculum committee with Mr. Morison and Mr. Patterson of Educational Service Incorporated has been scheduled for March 10th.

Meetings with the high school department heads in English, in Mathematics and in Modern Language have been scheduled during March and April.

As soon as conditions permit these groups will meet and a summary report will be submitted to the Committee.

Personnel requests are studied by the Superintendent's Office. When questions arise these are resolved with the assistance of the Headmaster, Master or Director concerned and recommendations submitted to the School Committee for a final decision.

Supplies and facilities are constantly being approved. Items in the budget which have been approved by the School Committee are indicative of this. NDEA has been employed to upgrade facilities and equipment in science, modern language and mathematics at all levels.

Installation of library furnishings and the purchase of books has received the approval of the Committee.

This is a resume of the situation as it now exists in these areas. The concern of the Superintendent and of the Committee has been and will continue to be evidenced.

Information in any of these matters is available in the Superintendent's Office. Additional information requested will be made available.

It is the opinion of the Superintendent that the proposed special meetings with the Headmasters, the Directors and the Headmaster's Assistants will not provide information in addition to that which the School Committee now possesses.

Written reports from these same staff members will be supplied as requested.

If it is the wish of the Committee the Superintendent will however schedule these meetings for a date and a time chosen.

JOHN M. TOBIN
Superintendent of Schools

NEW BUSINESS

Mr. Duehay moved that the School Committee discontinue its practice of interviewing teachers recommended to it by the Superintendent and the Board of Examiners; and that it substitute for this practice a reception for new teachers to take place soon after the opening of school each fall. Objection having been placed against action at this meeting, the chair ordered the motion placed on the "calendar" as required by the rules.

On motion by Mr. Olesen it was voted that the Committee on Buildings and Grounds consider and report to the School Committee on the advisability of installing fire sprinkler system in the Fletcher School as an added safety feature.

On motion by Mr. Olesen it was voted that the Director of Public Health consider procuring a sufficient amount of anti-measle vaccine for the purpose of offering inocculation to all school age children in the City of Cambridge if so requested by the parents.

Mr. Olesen offered the following resolution:

WHEREAS: March 17 is an outstanding day in the history of the world as it commemorates the death of Saint Patrick in Scotland in the year 387, and

WHEREAS: This great Saint's most noteworthy achievements were —

1. Driving the snakes from Ireland
2. Converting Ireland's paganism to Christianity,

and,

WHEREAS: March 17 is also of great historical significance in the United States because in 1776 George Washington aimed his guns at General Howe's ships as they entered Boston Harbor and scared General Howe up to Halifax, and

WHEREAS: March 17 is a day commemorating the founding of the

> Camp Fire Girls in 1910, thereby formulating and instilling the basic requisites of citizenship to hundreds of our young ladies of today,
>
> Therefore be it,
>
> RESOLVED: That the Cambridge School Department observe this historical day by closing the schools at 12 noon and excusing students and personnel.

Mr. Duehay objected to action at this meeting and the chairman ordered the resolution placed on the 'calendar' as required by the rules. On the following roll-call it was voted on motion by Mr. Olesen to suspend the rules for the purpose of taking action at this meeting: Mrs. Ackermann, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Duehay voting "Nay". Mrs. Ackermann moved to amend the resolution by striking out the second paragraph relating to the achievements of the saint. The chair ruled that the amendment had failed on the following roll-call: Mrs. Ackermann, Mr. Fitzgerald and Mayor Crane voting "Yea"; Mr. Olesen and Mr. McMahon voting "Nay"; Mr. Duehay and Mr. Solomons "Present". It was then voted to adopt the resolution as presented. The rules having again been suspended a motion by Mr. Olesen 'to reconsider' the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mrs. Ackermann it was voted that the School Committee record itself in favor of House Bill 1087, a bill providing that School Committees be authorized to engage legal counsel; and, further, that a copy of this action be sent to all Cambridge legislators.

On motion by Mrs. Ackermann it was voted that the Cambridge School Committee record itself as being opposed to House Bill #2164, a bill proposing to place school budgets under the control of city councils and town meetings.

Mrs. Ackermann moved that the School Committee record itself in favor of Senate Bill 104 a petition of the Mass. Educational Conference Board for legislation to improve the distribution of State support for public and vocational schools. It was voted to adopt a substitute motion by Mr. Fitzgerald that in the event the Massachusetts Legislature sees fit to levy additional taxes, either by income tax or by sales tax, or by a combination of both, the Cambridge School Committee records itself in favor of Senate Bill 104, a petition of the Mass. Educational Conference Board for legislation to improve the distribution of State support for public and vocational schools. Mr. Olesen is recorded as voting "Nay".

Mr. Duehay moved that the Superintendent of Schools meet with representatives of the Cambridge Teachers' Association concerning the agreement for recognition and professional procedures and present his recommendations to the School Committee no later than the first meeting in May. A motion to amend by Mr. Olesen to strike out the words "first meeting in May" and substituting therefore the words "second meeting in April" failed of adoption on the following roll-call: Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay". It was then voted to adopt Mr. Duehay's motion that the Superintendent of Schools meet with representatives of the Cambridge Teachers Association concerning the agreement for recognition and professional procedures and present his recommendations to the School Committee no later than the first meeting in May.

On motion by Mr. McMahon it was voted to adopt the following resolution on Chief Vincent P. Galvin:

March 2, 1965

WHEREAS: The Cambridge School Committee has learned with regret of the death of Vincent P. Galvin, Chief of the Cambridge Fire Department; and

WHEREAS: Chief Vincent P. Galvin, a life-long resident of Cambridge, was appointed to the Fire Department in 1940, promoted to Lieutenant in 1948, to Captain in 1951 and to Deputy Fire Chief in 1956. In 1960 Vincent P. Galvin became the youngest man ever to be named to the position of Chief of the Cambridge Fire Department; and,

WHEREAS: By virtue of his rank as Chief of the Fire Department he also served as a member of the City's Licensing Commission where his experience and ability proved of great worth to his native city, which in part prompted Governor Volpe to appoint him to head the State's Board of Fire Prevention; and,

WHEREAS: His experience as a fireman, an officer and as Chief of the Department, combined with a rare sense of human needs and values, peculiarly fitted him for the position of Chief of the Fire Department and his services in this office were marked by clear insight, keen wisdom and unswerving loyalty to the City of Cambridge; and,

WHEREAS: Unassuming, and a gentleman in the highest meaning of the word, Chief Galvin's personal charm was interwoven with a quiet strength based on ability and fineness of feeling for his fellows. His death has deprived the Cambridge Fire Department of a courageous and trusted leader;

Therefore, be it,

RESOLVED: That the Cambridge School Committee record with deep sorrow the sudden and untimely death, on February 16, 1965, of Vincent P. Galvin, Chief of the Cambridge Fire Department;

and, be it further,

RESOLVED: That this resolution be spread upon the minutes of this meeting and a copy be sent to Chief Galvin's family as a testimonial of our sincere appreciation of the service he has rendered, not only as Chief of the Fire Department, but also as a citizen of Cambridge.

Mr. Olesen moved that the Superintendent study and report back to the School Committee by the second meeting in April on a program for the educable retarded between the ages of 16 and 18 years, in occupational training. Mr. Duehay placed objection against action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

On motion by Mr. Fitzgerald it was voted to convene in executive session.

EXECUTIVE SESSION

The Board of Examiners appointed to conduct the examination for the position of Elementary Master, presented their final report and the Superintendent his rating of the candidates. Based on the information contained in these reports the following list for Elementary Master was established which will remain in effect and force for a period of three years from March 2, 1965:

Elementary Master's List

1.	John C. Landrigan	89.45
2.	William A. Edmonds	86.60
3.	Edward J. Murphy	86.50
4.	Margaret L. Doolin	83.40
5.	Paul F. Mahoney	81.
6.	John W. Reilly	78.50
7.	Donald A. York	78.40
8.	Mary A. Blessington	77.75
9.	Alan S. Cohen	77.65
10.	William J. Coughlan	77.30
11.	John G. O'Keefe	74.90
*12.	James D. McCarthy	74.
*12.	John G. Caulfield	74.
13.	William J. Joyce	73.75
14.	Joseph G. McKenna	73.50
15.	Richard T. Kelley	73.40
16.	Thomas R. Smyth	73.05
17.	Richard J. Calnan	72.20
18.	Maurice J. Pomfret	72.15
19.	George W. Sullivan	71.60
20.	Albert J. Brooks	70.
21.	John T. Fitzgerald	69.40
22.	Theodore S. Wayne	69.30
23.	Thomas W. Mullaney	68.60
24.	Thomas P. Burns	68.45
25.	William J. Trifone	68.20
26.	Richard H. Harrington	67.10
27.	Daniel P. Foley	66.50
28.	Edward A. Hurley	66.20
29.	David D. Ronan	65.75
30.	John J. Dignan	65.60
31.	Martin L. Tierney	65.10
32.	George C. Mokaba	64.
33.	John A. Hurley	61.80
34.	Paul F. Dawson	61.10
35.	Leonard C. McGrath	60.55
36.	Owen F. Lyons	60.05
37.	Henry J. Morris	55.70
38.	Paul J. Murphy	55.
39.	Patrick J. O'Brien	54.10

*Tie.

Total of 40 Applicants.

On motion by Mr. Duchay it was voted that in view of the receipt from the Board of Examiners of the marks and ranks awarded to candidates for the position of elementary master, and the promulgation of the official list by the School Committee, that the Superintendent present his recommendations for filling existing vacancies of Elementary Master at the next meeting of the School Committee.

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation that civil service be requisitioned for a list of persons eligible to fill one position of permanent part-time junior clerk-typist, for assignment to Mr. Edmond Murphy, in charge of data processing.

On motion by Mr. Fitzgerald it was voted to reconvene in regular session.

On motion by Mr. Fitzgerald it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, March 16, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Solomons it was voted to approve the minutes of the meeting of March 2, 1965, as presented.

On motion by Mrs. Ackermann it was voted to suspend the regular order of business for the purpose of conducting a hearing on the matter of a proposed agreement between the School Committee and the Cambridge Mental Health Association. The City Solicitor appeared and explained why and how certain changes were made in the original agreement. Dr. Dunning appeared for the Cambridge Mental Health Association and stated that his organization had signed the revised agreement but had not suggested any of the revision. At the conclusion of the hearing it was voted on motion by Mr. Fitzgerald to refer the entire matter back to the special sub-committee of the School Committee appointed to consider this matter, for further study and recommendation.

A communication was received from the City Solicitor relative to the legality of adopting an amendment to the rules providing for a 5-day cumulative sick leave for permanent part-time junior clerk-typists. On motion by Mr. Olesen it was voted that this communication be referred to "Awaiting Report".

A petition was received from the Supervisors of Attendance requesting that they be excluded from the ruling requiring all personnel who travel to be reimbursed on a mileage basis and that the School Committee reinstate the policy of allowing $500 a year, in lieu of expenses for Supervisors of Attendance. On motion by Mr. Duehay it was voted that the matter be referred to the Superintendent for report.

On motion by Mr. Olesen it was voted to place on file a communication from the Ludlow School Committee advising that they had gone on record as opposing Senate Bill #127 and House Bill #2164.

On motion by Mr. Olesen it was voted to place on file a communication from the American Jewish Congress — New England Region — expressing opposition to the proposed Federal Elementary and Secondary Education Act of 1965.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

On motion by Mr. Fitzgerald it was voted to approve the Superintendent's recommendation that the following dates be approved for graduation exercises at High & Latin School and Rindge Technical School:

Cambridge High and Latin School
Monday evening, June 7, 1965, at 6 p.m.
on the Lawn of the War Memorial Building

Rindge Technical School
Tuesday evening, June 8, 1965, at 6 p.m.
on the lawn of the War Memorial Building

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that Anne W. Dexter, teacher in the Department of Physical Education, having filed, the required form, be granted Maternity Leave of Absence, from April 1, 1965 to September 1, 1966, in accordance with the rules of the School Committee.

On motion by Mr. Solomons it was voted to accept the resignation of Mrs. Diane O. (Alesi) Neff, teacher of Grade 1 at the Houghton School, effective April 2, 1965.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that Ruth F. Boland, Director of the Bureau of Pupil Services, be granted leave of absence without loss of salary, for the purpose of attending the meetings of the American Personnel and Guidance Association at Minneapolis, Minnesota, on April 12, 13, 14, 15, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent reported that he has received notice from the State Department of Education that Chapter 651 of the Acts of 1964 authorizes the Department of Education to approve special programs for academically talented children in public elementary and secondary schools and permits reimbursement, on a matching basis, to cities, towns and regional school districts for the cost of such programs.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt a recommendation of the Director of Physical Education and Athletic Activities, concurred in by the Superintendent of Schools, that Joseph A. Colannino, Robert D. Sullivan, and Francis M. McFaun be appointed Elementary School Baseball Coaches at a stipend of $175.00 for the season: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present".

REPORTS OF COMMITTEES

On motion by Mr. Duehay it was voted on the following roll-call to adopt the report of the Committee on Buildings & Grounds, as set forth below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

COMMITTEE ON BUILDINGS & GROUNDS

March 8, 1965

Present: Mr. Fitzgerald, Chairman; Mr. Duehay, Mr. Solomons and Mr. Hockman, Assistant Superintendent.

At the request of Committeeman Solomons, Mr. J. Jacek Figwer, of the firm of Bolt, Beranek & Newman, Inc., made a cursory examination of the acoustics in the Cleveland Auditorium, High & Latin School. Mr. Figwer will notify the Committee on Buildings & Grounds the cost of making a complete survey of the acoustics together with recommendations for improvement.

It was voted to recommend approval of a plan prepared by Assistant Superintendent Hockman to provide students at the High & Latin School with individual portable combination locks for their lockers to replace the present stationary combination locks. Each student will retain the same lock throughout his four years as a student; and further that this system be implemented as soon as funds become available.

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

On motion by Mr. Fitzgerald it was voted that the following report of the special sub-committee appointed to draft rules for 13th and 14th grade Technical Institute at Rindge Technical School be approved and the recommendations contained therein be adopted:

> Meeting of the special sub-committee appointed to draft a new section of rules covering all policies and procedures with regard to the 13th and 14th grade technical institute at Rindge Technical School, met on Wednesday, March 10, 1965.
>
> Present: Mr. Solomons, Chairman; Mrs. Ackermann, Mr. McMahon, Mr. Sweeney, Headmaster-Rindge Technical and Mr. Hockman, Assistant Superintendent of Schools.
>
> It was voted to recommend that Assistant Superintendent Hockman and Headmaster Sweeney be instructed to proceed immediately to secure proper instructors and to procure the necessary equipment for the 13th and 14th year Technical Institute; and, further, that they be instructed to continue to work closely with the Vocational Division of the State Department of Education pending approval by the Department of Education for this project.
>
> Your subcommittee is continuing its work of drafting a new section of rules covering policies and procedures for the proposed new Technical Institute and will report their recommendations at a later date.
>
> Respectfully submitted,
> GUSTAVE M. SOLOMONS
> Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of March 2, 1965.

Question came on a motion presented by Mr. Duehay at the meeting of March 2, 1965, "that the School Committee discontinue its practice of interviewing teachers recommended to it by the Superintendent and the Board of Examiners; and that it substitute for this practice a reception for new teachers to take place soon after the opening of school each fall." A motion to amend by Mr. Olesen by adding "effective Fall of 1965" failed of adoption. It was then voted to adopt Mr. Duehay's motion.

It was voted to adopt a motion, presented by Mr. Olesen at the meeting of March 2, 1965, "That the Superintendent study and report back to the School Committee by the second meeting in April on a program for the educable retarded between the ages of 16 and 18 years, in occupational training."

Commenting on a proposed amendment to include in the rules a provision for a 5-day sick leave for permanent part-time junior clerk-typists, said leave to be accumulative, the Superintendent suggested that this rule be adopted for a period of one year (without accumulation) and at the end of 1965 the matter be reevaluated. Mr. Olesen moved that the Superintendent's report on a five-day sick leave for permanent part-time junior clerk-typists, (non-accumulative) be adopted. It was voted to adopt a motion by Mr. Duehay that this matter be referred back to the Superintendent for further study and report.

Conforming to an order that he report as to what steps he has taken to fill the vacancy of Head Coach of Football at Rindge Technical School, the Director of Physical Education and Athletic Activities presented the following report, and on motion by Mr. Duehay it was voted that the report be approved:

March 16, 1965

School Committee
1700 Cambridge Street
Cambridge, Mass.

Dear Sirs & Madam:

In compliance with the request of the Cambridge School Committee for information as to what steps the Director of Athletics has taken to fill the vacancy of Head Coach of Football at Rindge Technical School, I wish to state that on March 1, 1965 I publicized the position as being open through the Boston and Cambridge newspapers as well as sending the enclosed notice to all Cambridge Public Schools.

We have received seven applications from within and outside of the Cambridge School System up to March 15, 1965. Most of the applicants are desirous of being appointed to a teaching position in addition to the coaching of football.

Applications will close on March 31, 1965.

Sincerely,
JOSEPH A. KOZLOWSKY
Director

NEW BUSINESS

On motion by Mr. McMahon it was voted to adopt the following Resolution:

WHEREAS: The Cambridge School Committee views with abhorrence the recent events in Selma, Alabama, which culminated in the brutal slaying of Rev. James Reeb of Dorchester, Massachusetts, and

WHEREAS: Rev. James Reeb paid the supreme sacrifice in support of the proposition that all men are equal under the Constitution of the United States of America.

Therefore, be it,

RESOLVED: That the Cambridge School Committee extend its deep and sincere sympathy to the family of Rev. James Reeb and that we observe a moment of silence in memory of this courageous man of God.

Mr. Olesen moved adoption of the following resolution:

WHEREAS: The Cambridge City Council has requested Cambridge Water Board to consider the advisability of allowing boating on the Fresh Pond Reservoir, and

WHEREAS: Motor boating will cause polution in the water,

Therefore, be it

RESOLVED: That the Superintendent of Schools name a committee of woodworking teachers to consider the advisability of teaching students how to make gondolas and report back to the School Committee as soon as possible.

Mr. Duehay objected to action on the foregoing resolution at this meeting and the chairman ordered the matter placed on the 'calendar' as required by the rules.

Mr. Olesen moved that the Superintendent be instructed to notify all candidates who took the recent examination for Elementary Master of their written mark, the amount of the 25 points awarded by the Board of Examiners to each candidate and the total points awarded by the Superintendent, to each candidate. Mr. Solomons objected to action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

Mr. Olesen moved that the Board of Examiners who conducted the recent examination for Elementary Master, be requested to provide the School Committee with the mark awarded each candidate for the written examination. On the following roll-call the motion failed of adoption: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay".

On motion by Mr. Duehay it was voted on the following roll-call that the Cambridge School Committee be represented at the meeting of the National School Boards Association to be held in Boston, April 3-6, 1965, and that each member, the Secretary of the School Committee and the Superintendent of Schools, be authorized up to $40.00 to cover registration fees at all convention events, such funds to be taken from Schedule F-3, Committee Expenses, already budgeted: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

It was voted to convene in executive session.

On motion by Mr. Fitzgerald it was voted on the following roll-call that William J. Joyce, teacher at the Rindge Technical School, be appointed Director of the Summer School to be conducted at the High & Latin School after the close of the regular school year, at a stipend of $800.00 for the season: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent recommended approval of a request received from Educational Services, Inc., to have included as part of the Summer School to be conducted at Cambridge High & Latin School, a special 10th grade course in Social Studies, under their direction and at no cost to the School Department, in connection with theories which they are developing. On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation.

The Superintendent recommended that Kenneth W. Goepper, Master of the Agassiz School, be transferred to Master of the Morse School, effective April 1, 1965. Mr. McMahon movd adoption of the Superintendent's recommendation. It was unanimously agreed to place this matter on the "Calendar".

The chairman ordered placed on the 'calendar' in accordance with the rules, the Superintendent's recommendation that the following persons, being the first five candidates on the Examined List for Master of Elementary School, be appointed to the position of Master and assigned to the elementary school and at the salary indicated, effective April 1, 1965:

Agassiz	Margaret L. Doolin	$10,500. per year
Putnam	William A. Edmonds	10,500 per year
Thorndike	Paul F. Mahoney	10,500 per year
Webster	Edward J. Murphy	10,500 per year
Fletcher	John C. Landrigan	10,500 per year

On motion by Mr. Fitzgerald it was voted to convene in regular session.

On motion by Mr. Fitzgerald it was voted that the votes taken in executive session be ratified and affirmed.

The Superintendent recommended adoption of a proposed pilot project to employ and Counsel in-school teen-agers in Cambridge to be conducted by Ten-Age Employment Skills Training, Inc., as set forth in detail below:

TEEN-AGE
EMPLOYMENT SKILLS
TRAINING, INC.

A PROPOSAL FOR A PILOT PROJECT TO EMPLOY AND COUNSEL IN-SCHOOL TEEN-AGERS IN CAMBRIDGE

TEST has now been in operation for a calendar year. We have accepted all applicants referred and have aided 50 of those completing our program in finding meaningful work experience (mainly on a part-time or summer basis). We have, concurrently, stressed to our participants the importance of secondary and post secondary education to them as individuals.

TEST now feels ready to undertake a modest program such as that outlined below, with the cooperation of the Cambridge public schools. We hope that this effort can serve as an effective demonstration project for all concerned with the welfare of teenagers in Cambridge, particularly for those who will be responsible for the programs designed to alleviate poverty in Cambridge under the new federal law.

DESCRIPTION OF PROPOSED PROJECT

Characterization: Work-training project under title 1-B of the Economic Opportunity Act of 1964, supplemented with skill training in work aptitude testing and counselling provided by TEST, Inc. in accordance with its regular procedure. (Duration of project: April 1-June 30, 1965).

1. Number of students to be involved: 30 boys, 20 girls ages 16-19.
2. Students' background:
   a. now in school in Cambridge
   b. disadvantaged family background

   c. residence in disadvantaged neighborhood of Cambridge.

3. Work stations: (rotation)
   a. Cambridge Public Schools (15 students)
      Duties: teachers' assistants, clerical assistants, library assistants, janitorial assistants. Pay: $1.25/hr.
   b. Cambridge Alliance of Settlements (15 students)
   c. Cambridge Community Services (20 students)

Students' work experience under the program to be in two or more of above locations, in series.

4. Financing of program:
   a. TEST, Inc. — 10% of wages and auxiliary support, and additional costs of counselling etc.
   b. U. S. Dept. of Labor — 90% wages and supporting costs. (Title I-B, E.O.A., 1964)
   c. Cambridge School Dept. — $ 0. (minimum diversion of staff time to supervise workers).

5. *Supervision:*
   a. full-time staff of TEST, Inc. will provide general supervision
   b. undergraduates at Harvard College employed by TEST under contract pursuant to Title 1-C (E.O.A., 1964)
   c. regular employees at work stations will provide auxiliary supervision during normal working hours.

6. Referral of students to TEST by:
   a. Cambridge Public Schools
   b. Cambridge Alliance
   c. Detached youth workers

Consultation with referral agent, to insure compliance with school department, TEST, Inc., and federal regulations.

7. Counselling phase: Vital to this enterprise is the concept that "today's job" is not the only aim. Rather while the student is working he will be expected to attend weekly group counseling sessions, which will stress the fundamental aspects of the TEST program:
   a. Individual initiative is the most important factor in obtaining a part-time job.
   b. Certain techniques of job application and standards of on-the-job conduct will aid in obtaining a part-time job.
   c. The most appropriate expenditure of money earned on the project is post-high school education or training.

Individual testing and counseling sessions will also be scheduled with members of the TEST staff, with the professional staff at the Division of Employment Security, and with school guidance counselors.

Mr. Olesen objected to action on the foregoing recommendation by the Superintendent and the chairman ordered the matter placed on the "calendar".

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE

(Official Report)

Tuesday, April 6, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Having filed the proper notice required by the rules Mr. McMahon moved reconsideration of the vote taken at the meeting of March 16, 1965, adopting a motion "That the Superintendent study and report back to the School Committee by the second meeting in April on a program for the educable retarded between the ages of 16 and 18 years, in occupational training." On the following roll-call the motion 'to reconsider' prevailed: Mrs. Ackermann, Mr. Duehay, Mr. McMahon and Mr. Solomons voting "Yea"; Mr. Olesen and Mayor Crane voting "Nay"; Mr. Fitzgerald "Absent". On the recurring question it was voted on the following roll-call NOT to adopt the motion requesting the Superintendent to report on a program for the educable retarded: Mrs. Ackermann, Mr. Olesen and Mayor Crane voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay".

On motion by Mr. Solomons it was voted that the minutes of the meeting of March 16, 1965, be approved as presented.

On motion by Mr. Solomons it was voted to accept with thanks an invitation extended by the Haggerty P.T.A. to attend a regular meeting of the P.T.A. on Wednesday, April 7, 1965.

On motion by Mr. Duehay it was voted to refer to the Superintendent for report a petition received from Local 1611 AFL-CIO School Employees Union requesting an increase in rate of pay for work performed by custodians above and beyond their regular work day from $2.75 per hour to $3.00 per hour, except for functions directly connected with the School Department.

On motion by Mr. Olesen it was voted to refer to the Superintendent for report a communication from the Wellington-Harrington Citizens Committee requesting information as to the future use to be made of the old Kelley School by the School Department.

On motion by Mrs. Ackermann it was voted to place on file a communication from the Winchester School Committee indicating their opposition to Senate Bill 127 entitled "An Act Authorizing School Committees to Establish Professional Procedures with Professional Teachers Associations."

On motion by Mr. Fitzgerald it was voted to place on file and dispense with the reading of a communication from the City Council relative to the use of Fresh Pond for boating.

On motion by Mr. Olesen it was voted to make part of the minutes the following communication from the Metropolitan District Commission:

Mr. Edward J. O'Connell, Secretary
Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts 02138

Dear Mr. O'Connell:

In reply to the Committee's Order, dated February 2nd, that the Commissioner of the M.D.C. be requested to assign a police officer at the corner of Fresh Pond Parkway and Huron Avenue for the school crossing of children attending Russell School, may I reply by saying that a survey has been made of the subject intersection and found that there were no school children crossing at this intersection.

Sincerely yours,

HOWARD WHITMORE, JR.

Commissioner

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

The Superintendent regretfully reported the death, on March 20, 1965, of Ellen Fitzgerald MacPherson, Assistant Director of the Children's Museum in the Cambridge School Department. Mrs. MacPherson has been associated with the Cambridge School Department for forty-nine years and has always been a faithful and efficient teacher. On motion by Mr. Fitzgerald it was voted to convey to Mrs. MacPherson's next of kin the Committee's sincere sorrow upon learning of her death.

On motion by Mr. Solomons it was voted to accept the resignation of Betsy M. Garfinkel, teacher at the Haggerty School, effective February 28, 1965.

The Superintendent extended a cordial invitation to the members of the School Committee to be present at Student Government Exchange Day on Monday, April 26, 1965, at the Morse School. Dinner will be served at 6 p.m. Cambridge High & Latin School is paired with Marblehead High and Norwell High. Rindge Technical is paired with Norton High and Hingham High.

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that in addition to sums previously appropriated, the following sums be appropriated:

TO:	Schedule B-22	Medical	$2,000.00
	Schedule F- 1	Teachers Examinations	1,000.00
			$3,000.00

— said sum of $3,000.00 to be provided by transfer from Schedule D-3 Fuel. Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent concurred in a recommendation by Mr. Kozlowsky, Director of Athletics, that the Rindge Technical Track Team be granted permission to accept an invitation to participate in the Penn Relay Games to be held at Philadelphia, Penna., on April 24, 1965, and that a sum of $425.00

be appropriated from the High School Athletic Fund to cover expenses of athletes and coaches. On motion by Mr. Solomons it was voted on the following roll-call to adopt this recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

There being no objection the chairman ordered placed on the 'calendar' bids received for furnishing science supplies for High & Latin School, linotype machine for Rindge Technical School, for expansion of Mathatron for Rindge Technical School, for floor machines for High & Latin and Rindge Technical School cafeterias, and for science supplies and apparatus for elementary schools science program.

On motion by Mr. Duehay it was voted to approve the Superintendent's recommendation that the following Kindergarten Registration Dates be approved:

KINDERGARTEN REGISTRATION DATES

Children who are expected to enter the kindergarten in September should be registered during the week of May 17 to 21, 1965, from 12:00 P.M. to 2:15 P.M. The dates assigned for the various schools are as follows:

Abraham Lincoln	Thursday, May 20, and Friday, May 21
Agassiz	Thursday, May 20, and Friday, May 21
M. E. Fitzgerald	Monday, May 17, Tuesday, May 18 and Wednesday, May 19
Fletcher	Monday, May 17 and Tuesday, May 18
Haggerty	Monday, May 17 and Tuesday, May 18
C. G. Harrington	Monday, May 17, Tuesday, May 18, and Wednesday, May 19
Houghton	Monday, May 17, and Tuesday, May 18
Longfellow	Wednesday, May 19, Thursday, May 20, and Friday, May 21
Morse	Monday, May 17, and Tuesday, May 18
Peabody	Monday, May 17, and Tuesday, May 18
Putnam	Monday, May 17, and Tuesday, May 18
Roberts	Monday, May 17, Tuesday, May 18, and Wednesday, May 19
Russell	Wednesday, May 19, Thursday, May 20 and Friday, May 21
Thorndike	Wednesday, May 19, and Thursday, May 20
Webster	Wednesday, May 19, and Thursday, May 20

The child's record of birth and record of vaccination should be presented at the time of registration.

It is recommended that children entering kindergarten be immunized against diphtheria and whooping cough. A parent who may not have selected a family physician or dentist may call the Cambridge Board of Health at TRowbridge 6-6800 or visit the Board's office on the top floor of City Hall for information concerning immunization and dental clinics (Room 309).

JOHN M. TOBIN

Superintendent of Schools

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that Joseph L. C. Santoro, Director of Art, be granted leave of absence, without loss of salary, for the purpose of attending the annual convention of the National Art Education Association in Philadelphia, April 5 through April 9, 1965.

The Superintendent reported that he has received notice from the Department of Health, Education and Welfare that the entitlement of the Cambridge School Department under PL874 has been determined at $90,855.56 and that the amount certified for the current payment is $68,141.00.

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that permission be granted the Cambridge Red Cross to distribute swimming applications through the Cambridge public schools in connection with their annual "Learn To Swim Program" and that the Cambridge School Committee endorse this project.

There being no objection the chairman ordered placed on the 'calendar' the Superintendent's recommendation that the following Graduation Dates be approved:

April 6, 1965

— IN SCHOOL COMMITTEE —

Mon.	June	7	Cambridge High and Latin School	6:00 P.M.
Tues.	June	8	Rindge Technical School	6:00 P.M.
Mon.	June	7	Fletcher School	9:30 A.M.
Mon.	June	7	Webster School	11:00 A.M.
Tues.	June	8	Putnam School	9:30 A.M.
Tues.	June	8	Harrington School	11:00 A.M.
Tues.	June	8	M. E. Fitzgerald School	2:00 P.M.
Wed.	June	9	Peabody School	9:30 A.M.
Wed.	June	9	Houghton School	11:00 A.M.
Wed.	June	9	Thorndike School	2:00 P.M.
Wed.	June	9	Voc. School for Boys and Voc. School for Girls	8:00 P.M.
Thurs.	June	10	Roberts School	9:30 A.M.
Thurs.	June	10	Morse School	11:00 A.M.
Thurs.	June	10	Agassiz School	2:00 P.M.
Fri.	June	11	Russell School	9:30 A.M.
Fri.	June	11	Haggerty School	11:00 A.M.
Fri.	June	11	Longfellow School	2:00 P.M.

JOHN M. TOBIN
Superintendent of Schools

The chairman ordered placed on the 'calendar' as required by the rules, the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY SCHOLASTIC MAGAZINES, INC.

Courage (8th gr. unit)

PUBLISHED BY LYONS & CARNAHAN:

The Curriculum Enrichment Series, by Ray and Sheviak
    Look at the Moon
    Tommy Find Out

Up and Away
New Trails
Hilltop Trails
On Top of the Hill
New Roads
New Horizons

PUBLISHED BY THE FIDELER CO.

Caribbean Lands

PUBLISHED BY THE MACMILLAN CO.

Bank Street Readers, by Bank Street College
The Macmillan Reading Program, by Harris & Clark
English Composition, by Treanor
Adventures in Handwriting by Peterson
Matter in Motion, by AIMG
Civics for Americans, by Clark
Government In Our Republic, by Brown
Latin For Americans, by Ullman
Spectrum of Books, Set B

There being no objection the chairman ordered made part of the minutes the following report from the Superintendent on Operation Headstart in Cambridge:

April 6, 1965

— IN SCHOOL COMMITTEE —
OPERATION HEADSTART IN CAMBRIDGE

Operation Headstart is well underway in Cambridge. The essential research, planning and budgeting for the establishment of 8 week summer pre-school centers for disadvantaged children has been prepared. The detailed paper work will be completed shortly and forwarded to Washington for approval.

All programs are being co-ordinated through the Cambridge Economic Opportunity Committee and will be operated under two agencies. The Cambridge Community Services will be responsible for all programs which are not conducted in the schools.

The School Department has planned classes in four schools, the Houghton School, the Charles G. Harrington School, the M. E. Fitzgerald School and the Roberts School. Morning and afternoon sessions will be held in all schools. The kindergarten rooms will serve as classrooms.

Provisions have been made to accommodate three hundred children of pre-school age.

Each class will have a maximum of fifteen children with a trained teacher, a teacher's aide and a social worker. One teacher in each center will be designated as teacher-in-charge.

Special teachers of Art and Music will service all centers on a scheduled basis. A medical team made up of a pediatrician, a dentist, an eye and ear specialist, and a nurse will provide essential medical examinations, immunizations and care.

Volunteers from the neighborhood will be enlisted as teacher's aides. Parents will be contacted by the social workers and classes will be conducted for the parents.

The school program will be under the direction of an executive of the School Department.

The allowance per pupil for the program is $180.00 which provides to the School Department program a share totalling $54,000.00. Ten percent (10%) of this amount must be provided by the School Department either in cash or in similar services. The use of facilities and equipment will provide the $5,400.00 which will be the school department's share and consequently will require no cash expenditure on the part of the School Committee.

JOHN M. TOBIN
Superintendent of Schools

The following report of the special sub-committee appointed to consider the request of the Cambridge Mental Health Association for financial assistance, was presented and objection having been placed against action at this meeting the chairman ordered the report placed on the "calendar":

SPECIAL SUB-COMMITTEE APPOINTED TO CONSIDER THE REQUEST OF THE CAMBRIDGE MENTAL HEALTH ASSOCIATION FOR FINANCIAL ASSISTANCE

Tuesday, March 23, 1965

Present: Mrs. Ackermann, Chairman; Mr. Fitzgerald and Mr. Solomons.

Your committee feels that no formal agreement is required to provide the assistance requested, inasmuch as enabling legislation was passed in 1958 to allow such assistance, in part, by local tax money, and suggests that the recommendations contained in this report be adopted.

The Cambridge School Department, having recognized that the Cambridge Mental Health Association has established the Cambridge Guidance Center, whose activities are maintained exclusively for children of Cambridge citizens, has appropriated in the 1965 budget a sum of $16,675.00 for providing cooperative facilities to outpatient clinics established in accordance with the provisions of Chap. 123 of the general laws, in accordance with authority granted by Chap. 40, Sec. 5, Clause 40C.

Your committee recommends that in conformity with the provisions of Chap. 40, Sec. 5, Clause 40C the said sum of $16,675.00 be made available to the Cambridge Mental Health Association in twelve (12) equal payments, it being understood that no fee above 25¢ shall be expected of any child referred by Cambridge schools. Any fee above this amount which has been paid for treatment of a child referred to it by Cambridge schools from January 1, 1965 to the adoption of this report, shall be refunded. The Cambridge Mental Health Association, in turn, shall furnish to the fullest extent possible mental health services to the children of the City of Cambridge and their parents as may be required, including but not limited to outpatient mental health and psychiatric services in accordance with standards established by the Mass. Department of Mental Health, and shall furnish equipment, supplies and professional personnel meeting standards consistent with standards established by the Mass. Department of Mental Health and shall furnish quarters adequate for the provision of such services.

It is also recommended that in further conformity to Chap. 40, Sec. 5, Clause 40C, the said sum of $16,675.00 shall be expended under the direction of the School Committee for which purpose the Cambridge Mental Health Association shall provide annually to the School Department a detailed report of its activities for the past year, a detailed annual budget for the forthcoming year, and any other statistics which the School Department may reasonably request, and the accounts of the Association shall be subject to periodic audit by the School Department. Furthermore, the Cambridge Mental Health Association shall furnish to the School Department monthly and annual activity reports regarding the mental health program, procedures, service statics, and other program evaluation information as reasonably requested and in general shall cooperate with the School Department in all matters involving the mental health of school children in the City of Cambridge and shall furnish to the Superintendent of Schools, whenever ethically feasible, the names and addresses of all patients interviewed together with the diagnosis and prognosis, which information shall be kept strictly confidential.

It is further recommended that payments by the Cambridge School Department to the Cambridge Mental Health Association shall be applicable to services rendered from January 1, 1965 to December 31, 1965.

Respectfully submitted,
BARBARA ACKERMANN
Chairman

On motion by Mr. Solomons it was voted on the following roll-call to approve the report of the Committee on Buildings & Grounds as set forth below and adopt the recommendations contained therein: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present". On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion to reconsider the vote adopting the report of the Committee on Buildings & Grounds, hoping same would not prevail, failed of adoption:

COMMITTEE ON BUILDINGS & GROUNDS

Tuesday, March 30 and Monday, April 5, 1965

Present: Mr. Fitzgerald, Chairman; Mr. Duehay, Mr. Solomons, Mr. Hockman, Assistant Superintendent of Schools and Mr. Jordan Berman of Jordan Berman Associates.

Your committee reported at the last meeting that Mr. Figwer of the firm of Bolt, Beranek & Newman, Inc., had made a preliminary examination of the acoustics in the Cleveland Auditorium, High & Latin School. Your committee is now in receipt of a communication from Bolt, Beranek & Newman, advising that their fee for services in making a complete survey through submission of basic reports will be $700.00. In order to determine if it would be financially feasible to proceed with this project, your committee has requested Bolt, Beranek & Newman to advise the approximate cost, beyond the $700.00 proposed for basic reports, to have them furnish detailed specifications of the work to be done based on their proposed reports. On receipt of this information your committee will consider the matter further and make a report at a later meeting.

It was voted to recommend that William A. Brousard, custodian at the Peabody School, be granted leave of absence for the purpose of serving jury duty and that he be paid the difference between his salary as a custodian and the salary he receives while serving on the jury.

A communication was received from the City Manager advising that after due consideration it has been decided to take out the showers in the middle of the shower room at the Roberts School and bring the middle of the floor up to one grade. The shower room will be cleaned and painted and a private contractor will be brought in to tile the showers along both walls.

At the School Committee meeting of October 20, 1964, it was voted to approve a recommendation of the Committee on Buildings and Grounds to engage the services of the firm of Jordan A. Berman Associates to plan and design the re-arrangement of space to house the offices of the Superintendent of Schools, the Assistant Superintendent of Schools and the Secretarial Staff. Your committee has had numerous meetings with Mr. Berman. Mr. Berman has now presented completed plans for this project and your committee recommends that the plans be approved as presented. These completed plans are in the office of the Secretary for examination by members of the School Committee.

In the interim, for the purpose of getting this project started so that the work may be completed during the summer months, your committee has requested Mr. Berman to prepare detailed working specifications at a cost of $480.00. These specifications have been prepared and it is recommended that the Superintendent be instructed to proceed forthwith to advertise for bids to undertake the work at once as outlined in the detailed plans and specifications.

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

Question came on a motion presented by Mr. Olesen at the meeting of March 16, 1965, "that the Superintendent of Schools name a committee of woodworking teachers to consider the advisability of teaching students how to make condolas and report back to the School Committee as soon as possible." Mr. Olesen moved to amend this motion by adding "that the Director of Music be requested to consider the advisability of instituting a course in appropriate Venetian music in order that all gondoliers may enjoy the atmosphere of Venice without leaving the boundaries of Cambridge". On the following roll-call the amendment failed of adoption: Mr. Olesen and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay". On the following roll-call it was voted not to adopt the main motion: Mr. Olesen and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mr. Solomons voting "Nay".

Question came on a motion presented by Mr. Olesen "that the Superintendent be instructed to notify all candidates who took the recent examination for Elementary Master of their written mark, the amount of the 25 points awarded by the Board of Examiners to each candidate and the total points awarded by the Superintendent to each candidate." The Superintendent informed the committee that any candidate may receive the information indicated in the motion by calling at the office of Assistant Superintendent

Hockman. In view of the Superintendent's statement Mr. Olesen asked and received unanimous consent to withdraw his motion.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation, presented at the meeting of March 16, 1965, that Kenneth W. Goepper, Master of the Agassiz School, be transferred to Master of the Morse School, effective April 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion by Mr. Duehay to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation, presented at the meeting of March 16, 1965, that the following Elementary Masters be appointed effective April 1, 1965, at a salary of $10,500.00 per year (roll-call vote):

Agassiz	Margaret L. Doolin
Putnam	William A. Edmonds
Thorndike	Paul F. Mahoney
Webster	Edward J. Murphy
Fletcher	John C. Landrigan

Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion by Mr. Duehay to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation to adopt a proposed pilot project to employ and counsel in-school teen-agers in Cambridge to be conducted by Teen-Age Employment Skills Training, Inc., as set forth in detail in the minutes of the meeting of March 16, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

NEW BUSINESS

On motion by Mr. Solomons it was voted that the Cambridge School Committee extend its sincerest congratulations to the members of the High & Latin School Drama Group and their director, Mr. Robert Guest, for winning the thirty-fourth Mass. High School Drama Festival.

On motion by Mrs. Ackermann it was voted that the Director of Athletics be requested to report on the expense that would be involved in reviving the sport of CREW at Rindge and High & Latin School.

On motion by Mr. McMahon it was voted that the Superintendent request Dr. Boland to study and make recommendations in June on the advisability of a program for the Educable Retarded between the ages of 16 and 18 years in Occupational Training.

Mr. McMahon moved that the School Committee recommend to the Planning Board and to the City Manager and to the City Council that an area of approximately 40 acres bounded by Sherman Street, Walden Street and Garden Street near the present St. Peter's Field be officially set aside and zoned as a recreational area; that plans for the development of this site include baseball and softball diamonds, football fields, soccer field, tennis courts, stadium with a football field, an outdoor running track and parking space, a field house to provide an indoor board running track, lockers and showers, volley ball and badminton courts, shuffleboard and handball, outdoor handball courts, and archery range, play areas for small children; that the area be approximately landscaped and provided with benches and shaded rest areas; that the complex serve as an athletic center for the school programs during the school year and for an expanded community recreational program for all Cambridge residents; that the implementation of this policy avoid the taking of any homes within this area; that copies of this order be forwarded to the Planning Board, the City Council, the City Manager and the Recreation Commission for necessary action. On motion by Mr. Solomons it was voted that this motion be laid on the table.

On motion by Mr. Fitzgerald it was voted that the Cambridge School Committee extend its sincere thanks and appreciation to the Cambridge Lodge of Elks, and to Exalted Ruler George F. Murray and Charles F. Cremens, chairman of the Awards Committee for the splendid recognition accorded to the teachers, coaches and athletes of the Cambridge School Department at a Dinner & Awards Program tendered in their behalf at the Elks Home on Sunday, March 21, 1965.

On motion by Mr. McMahon it was voted that the Superintendent of Schools and the Chief Custodian be authorized to excuse civil service employees from reporting for duty on Good Friday, April 16, 1965, wherever feasible.

Mr. McMahon moved that the Superintendent study the feasibility of a program as suggested by Gardner Cowles, editor-in-chief of Look Magazine at the National School Boards Convention, regarding Early Education. Mrs. Ackermann objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

On motion by Mrs. Ackermann it was voted that the School Committee offer its sincere congratulations to our esteemed senior member, James F. Fitzgerald, on the occasion of becoming a grandfather.

Mr. McMahon moved to amend the rules as follows: "Effective September 1, 1965 the number of steps required to reach maximum salary in the Teachers' Salary Schedule shall be reduced from twelve steps to ten steps." The chairman ordered the proposed amendment placed on the 'calendar' as required by the rules.

On motion by Mr. Duehay it was voted that the Committee on Buildings & Grounds study a report as to what provisions should be made by the School Department at the Haggerty School because of possible increased enrollment.

Mr. Olesen moved that the School Committee request the City Manager to confer with the Director of Civil Defense and provide all necessary information to implement the plans for all new construction in the future by providing "fall-out" areas and which may be used in the interim for regular school purposes. Mrs. Ackermann objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

On motion by Mr. Solomons it was voted to convene in executive session.

EXECUTIVE SESSION

The report of the Board of Examiners for the position of Headmaster of the Cambridge High & Latin School, was presented and the following list was established:

1.	Raymond G. D'Arcy	82	
2.	Robert E. Diamond	79	
3.	Charles L. Nugent	77	
4.	John P. Joyce	76	
5.	Walter N. Conlon	60)	tie
	Joseph G. McKenna	60)	tie
6.	Carl G. Lauro	55	
7.	William J. Mullenmeister	35	

The Superintendent presented the members with a report from the Director of Athletics showing the background of applicants for the position of Head Football Coach at Rindge Technical and advised that Mr. Kozlowsky would make a recommendation at the next meeting.

On motion by Mr. Solomons it was voted on the following roll-call to adopt a recommendation of Bernard J. Flannery, Supervisor of School Lunch Program, concurred in by the Superintendent, that Lillia L. Loud, cafeteria helper who has done a great deal of the cooking at the High & Latin School Cafeteria be promoted to the position of Cook to fill the vacancy caused by the retirement of Mrs. Perkins: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Solomons it was voted that Assistant Superintendent of Schools David Hockman make a thorough survey and report on the employee situation as it exists in the school cafeterias.

A communication was presented from Joseph G. McKenna, Headmaster's Assistant in Science at High & Latin School, appealing his mark in the recent examination for Headmaster of High & Latin School. It was voted that Mr. McKenna be invited to attend the next regular meeting of the School Committee, in executive session, relative to his appeal.

On the following roll-call it was voted that Mary A. Percoco, 118 Thorndike Street, Cambridge, being the first person on the certified civil service list who has signified willingness to accept the position, be appointed permanent part-time junior clerk-typist at a stipend of $10.89 per day: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

It was voted to reconvene in regular session.

On motion by Mr. Fitzgerald it was voted that the votes taken in executive session be ratified and affirmed.

It was voted to adjourn;

ADJOURNED

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, April 20, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Solomons it was voted that the minutes of the meeting of April 6, 1965, be approved as presented.

Mr. Solomons moved to suspend the regular order of business for the purpose of hearing representatives from Educational Services Incorporated with reference to their summer school. Mr. Olesen objected to action at this meeting on the ground that the School Committee had not been informed that this hearing was to be held. On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of taking action on Mr. Solomons' motion at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". It was then voted to adopt a motion by Mr. Olesen to convene in executive session for the purpose of conducting the hearing. On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of moving reconsideration of the vote to convene in executive session. A motion to reconsider the vote adopting the motion to convene in executive session, prevailed, and the chair ordered the recurring question. It was then voted not to convene in executive session for the purpose of conducting the hearing. It was then voted to adopt Mr. Solomon's motion to suspend the regular order of business for the purpose of hearing representatives from Educational Services Incorporated with reference to their elementary summer school.

Mr. Costa Leodas and Mr. Frank C. Ryder appeared for the Educational Services, Inc., and presented the following letter outlining the proposed plan and procedure for their summer school:

EDUCATIONAL SERVICES INCORPORATED

April 20, 1965

Mr. John M. Tobin
Superintendent of Schools
Cambridge Public Schools
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. Tobin:

The invitation to return to Cambridge this summer to establish a summer school as part of our continuing facility for curriculum development has lain idle for some time now. For a time it appeared that our colleagues in the Social Studies Project would be interested in doing this, and serving some of their needs in this way, but their plans have taken another direction.

The Elementary Science Study wishes to conduct a six week school for children ranging from First Grade to Eighth Grade, of the same general nature as in the two previous summers. In accordance with our policy of holding the summer school in a different setting each year, we are suggesting the use of the Houghton School. Houghton has easy access to Memorial Drive and therefore to our base in Watertown. We feel that the probable presence of "pre-schools" in the Houghton School will be an asset. The prediction is that this older building, in contrast with the Peabody and Morse Schools, will be cooler with its high ceilinged classrooms and central halls and corridors.

As in 1964 we propose to continue to shift the economic responsibility for the summer school's operation to an equal sharing of the total cost. In addition, we also propose to assist Cambridge to look ahead to new practices and patterns in elementary education, and the summer school becomes a laboratory, as it should be, for you as well as for us. Accordingly, it is our plan to establish four ungraded groups of children, each comprising what would be two successive grades, each with two teachers, and explore ways of teacher utilization and student grouping in varied subject matter situations. A group of thirty-five youngsters aged six and seven, for example, would be taught by one teacher designated and employed by ESI and another designated and employed by the Cambridge School Department, and they would plan and carry out their program for the children in joint fashion, at the direction of the Principal, Costa Leodas. We will build a rich environment of learning materials in the classrooms, as you will agree we have done before.

With regard to the cost of this operation, we propose to pay the salaries of four of the teachers, and Cambridge to pay for four. We further ask that Cambridge pay for maintenance and custodial services as in 1964, and we propose to share equally the cost of transportation services.

If this proposal meets with your approval, Mr. Leodas and Mr. Ryder stand ready to present it to your School Committee at their earliest convenience, and to answer their questions and respond to their comments.

Sincerely yours,
BENJAMIN NICHOLS
Director

Mr. Olesen moved that the proposed plan, together with the matter of Educational Services Incorporated charging tuition fees and retaining said fees, be referred to the City Solicitor for opinion as to the legality of such procedure. Mr. Duehay offered a substitute motion that Educational Services Incorporated be granted permission to conduct a summer school at the Houghton School in accordance with the plans and provisions set forth in the foregoing communication under date of April 20, 1965, and that whatever funds are necessary be transferred from PL-874. Upon query the Superintendent stated that he strongly favored the plan and recommended its adoption. On the following roll-call it was then voted to adopt Mr. Duehay's substitute motion "that Educational Services Incorporated be granted permission to conduct a summer school at the Houghton School in accordance with the plans and provisions set forth in the foregoing communication under date of April 20, 1965, and that whatever funds are necessary be transferred from PL-874." Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". The rules having been suspended, a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Duehay it was voted to convene in executive session.

Question came on a petition from Joseph McKenna, Headmaster's Assistant at High and Latin School, appealing the mark awarded him in the recent examination for the position of Headmaster of High & Latin School. At the conclusion of the hearing it was agreed to take the matter under advisement.

It was voted to reconvene in regular session.

It was voted to resume the regular order of business.

On motion by Mrs. Ackermann it was voted to accept with thanks an invitation extended by the Cambridge Teachers' Association to attend their meeting on Wednesday, April 28, 1965, at 8:30 p.m., at the Morse School.

SUPERINTENDENT OF SCHOOLS

The Superintendent presented the resignations of Betty A. (Breor) Doherty, teacher at the M. E. Fitzgerald School since 1958 and John J. Walsh, teacher at the High & Latin School since 1961. On motion by Mr. Solomons it was voted to accept these resignations.

The chairman ordered placed on the 'calendar' as required by the rules the Superintendent's recommendations on reelection of teachers and teachers to be placed on tenure, as set forth below:

Office of The
Superintendent of Schools

April 14, 1965

— IN SCHOOL COMMITTEE —

RECOMMENDED:

That the following teachers be re-elected for one year from September 1, 1965, in accordance with the Rules of the School Committee:

High & Latin
Anne Conners
Harvena J. Dillon
Claire M. Driscoll
Blanche M. Johnson
Ardith D. B. Kerst
Cynthia H. Larson
John T. Nolan
Frances Ramsdell
Robert N. Reagan
Christine A. Splaine
Mary L. Sullivan
Margaret E. Tierney
John J. Walsh
Eleanore G. Waring
Cynthia B. Larson
Jacqueline G. Wescott

Rindge Technical
Edward J. Conrad
Warren C. Ferzoco
Angelo J. Kaltsos
Charles D. Killilea

M. E. Fitzgerald
Mary Cribbon
Frances E. Dewire
Susan E. Ezekiel
Thomas R. Scaleso, Jr.
Eleanor J. Twomey
Catherine E. Wedden

Fletcher
Louise E. Torry
Rose C. Toomey

Haggerty
Mary E. Dorchak
Virginia L. Rosonblatt
Catherine M. Synnott

C. G. Harrington
Myra H. Drooker
Rosalie C. Edwards
Eloise D. Forte
Ruth M. Seabrook
Sara C. Shelley
Ida D. Sherwin

Houghton
Jean Isenberg
Mary J. Rogers
Lynda M. Mahoney
Ann Scott

Longfellow
Marie Hunt
Lorna M. Larson
Andree Stone

Morse
Joseph A. Colaninno
Dorothy F. Daly
Richard D. Maloney

Peabody
Barbara Bachman
Ann M. Flaherty
John T. Halligan
Mary E. Murphy

Putnam
Joyce E. Redling

Roberts
Mary Battell
Judith D. Bresnahan
Kathleen Fitzgerald
Mitchell Sartanowicz
Julianne Tansey
Barbara A. Thomas

Russell
Kathleen H. Casey
Judith F. DeStefano
Joyce V. MacKay
Mary H. O'Leary

Thorndike
Diane Bielawa
Mary R. McCarthy

Webster
Eve Borall
Emily M. Gregory

Eleanore H. Parker
Charles L. Stead

Vocational School For Girls
Sheila M. Corcoran

Art Department
Phyllis P. Corbin
Jane K. Rockwell
Stephen F. Smalley

Music Department
Charles M. Sego

Bureau of Pupil Services
Paula E. Taff

Physical Education Department
Maryanne Bergeron
Joseph J. Cincotta
Grace M. Cuthbert
Charlotte F. Distel
Brenda M. Joyce

Office of The
Superintendent of Schools

April 14, 1965

— IN SCHOOL COMMITTEE —

RECOMMENDED:

That the following teachers, having completed successfully three years service in the Cambridge Public Schools, be placed on tenure from September 1, 1965, in accordance with the Rules of the School Committee.

High and Latin
Saul Adamsky
John F. Burke, III
Manuel E. Conceison
Moses Konjoian
Helen Havrides
Nancy M. McMahon
Patricia M. Murphy
Katherine B. O'Sullivan
Joan A. Robinson
Helene L. Schulz

Abraham Lincoln
Margaret A. Carey

Agassiz
Elizabeth G. Bolanz

Aloyse P. Curran
Robert D. Sullivan

M. E. Fitzgerald
Helen M. McGonagle
Marion C. O'Reilly

Fletcher
Paula A. Falloni

C. G. Harrington
Flora Athanas
John M. Clarke
Ellen Coady
Francis X. Foley

Longfellow
Edna C. Beaudoin

Ruth Crawford-Brown

Peabody
Peter F. Colleary
Judith F. Higley

Roberts
Francis R. Burke
Margaret A. Donnelly
John W. Jordan

Webster
James J. Coady

Art Department
Robert L. Gedies

The Superintendent reported the marriage, on April 11, 1965, of Marjorie S. Stone, teacher at the Russell School, to Dr. Jerome Tanzer, and that her name will now appear on our records as Marjorie S. Tanzer.

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that Francis J. Moynihan be transferred from teacher at the Fletcher School to teacher at the Roberts School, effective April 8, 1965.

On motion by Mr. Fitzgerald it was voted on the following roll-call to approve the Superintendent's recommendation that the High & Latin School Dramatic Club be granted permission to participate in the New England finals at Bangor, Maine on April 23-24, 1965, and that the bid of the Vocell Bus Lines for transporting the members of the Drama Club at a cost of $307.00 be accepted; and, further, that the School Committee authorize an expenditure not to exceed $400.00 to defray expenses: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann "Present"; Mr. Olesen "Absent". The rules having been suspended a motion to reconsider the foregoing vote, failed of adoption.

On motion by Mr. Solomons it was voted to make part of the minutes the following policy statement by the Superintendent of Schools relative to the Report of the Advisory Committee on Racial Imbalance and Education:

Office of The
Superintendent of Schools

April 20, 1965

— IN SCHOOL COMMITTEE —

POLICY STATEMENT RE: REPORT OF THE ADVISORY COMMITTEE ON RACIAL IMBALANCE AND EDUCATION.

On April 15, 1965 there was released to the public a report which presented factual information and made recommendations on the subject of racial imbalance and education.

The Cambridge School Department is, and has been over a long period of time, in agreement with the general conclusions stated at the beginning of the report.

Further the Cambridge School Department approves the general recommendations for cities, towns and state authorities stated on page seven of the report.

With respect to the specific recommendations for Cambridge:

A. The earliest possible replacement of the Houghton School: —

Members of the School Committee are aware that at the meeting of the School Committee on December 15, 1964, this body after study of reports and recommendations of the School Building Advisory Committee passed an order requesting the City Manager for immediate action for obtaining three new schools including a new Houghton School. This order was reinforced by an additional order of the School Committee on February 16, 1965, selecting the present site of the Houghton School as the location for the new school.

Although the racial imbalance found in March, 1964 has been altered by increased enrollment of white children, it is not our intent to use this fact as a reason for not facing this situation. A new Houghton School will give to the children of this area the facilities necessary to maintain quality education.

B. Redefinition of attendance areas:

The redefinition of attendance areas or districts will be undertaken by the School Department as soon as the location of the new Houghton School is finalized. This review will be in depth and will include the Webster and Morse Schools as well as the Houghton School.

C. The adoption of an effective open enrollment policy as an interim measure pending completion of a new Houghton School as stated in the report:

The Cambridge School Department recommends the adoption of an open enrollment policy as an interim measure pending the completion of the three additional new schools which have been voted by the School Committee, the

Houghton, the combined Putnam-Thorndike and the combined Haggerty-Russell.

Specifics of the implementation of this policy will be developed in accordance with the provisions set forth on Pages 55 and 56 of the report.

The reference to the effectiveness of the adoption of a compensatory education program elicits the following statements consistent with Appendix 1C of the report:

(1.) Summer educational programs.

a. Summer school classes for both review and enrichment were inaugurated for grades 9 through 12 in June, 1963. In June, 1964, classes were expanded to grades 7 and 8. The same program has already been adopted for the summer of 1965.

b. In conjunction with Educational Services, Inc. of Watertown, a summer school was conducted for the elementary grades at the Peabody School in 1963 and at the Morse in 1964. Final details are being completed for a similar program for 1965.

(2.) Pre School Programs.

a. In the summer program conducted by the School Department and Educational Services in 1963 and 1964 the enrollment in the kindergarten group was comprised of children of pre school age.

b. The Cambridge School Department on April 12, 1965, forwarded the request to Washington for the funds to establish pre school classes for three hundred pre school children during July and August, 1965. The application is authorized under the Economic Opportunity Act.

(3.) Elementary School Programs.

a. Remedial reading programs have been an integral part of the regular school program for several years.

b. Proposals have been submitted for consideration by the Cambridge Economic Opportunity Committee for after school study centers in our schools.

c. Funds for further expansion of our guidance program were voted by the School Committee in January, 1965.

(4.) Secondary School Programs.

a. A plan for the extension of the summer high school program to provide classes in vocational training has been submitted to the Cambridge Economic Opportunity Committee.

b. Adult education classes have been conducted by the School Department both in academic and vocational aspects over the last forty years. The type of instruction has been limited only by the requests of the enrollees.

c. In co-operation with T.E.S.T. of Cambridge (Teen-Age Employment Skills Training) a program has been in operation to pin point potential drop-outs and to provide the latter with a school work program with compensation. The basic requisite is that teenagers continue as school enrollees. Future funding has been requested from the Federal Government.

d. Expansion of the guidance program has been funded by the School Committee and is being implemented for September, 1965.

e. Additional programs for vocational guidance and placement have been regularly scheduled activities of the high schools in co-ordination with industry in the surrounding geographical area.

f. The present program leading to prevention of drop-outs and contacts with drop-outs will be expanded with the addition of the authorized guidance personnel.

The School Department is also working closely with many agencies involved in improving the educational opportunities for our children. The tutorial programs in Neighborhood 4, the program at Roosevelt Towers, and "Challenge" all are directed to helping youngsters. The School Department is co-operating in every way.

The School Department in 1954 issued a Curriculum Guide for Democratic Human Relations which has been in use in our schools since that date. In a foreword the Superintendent stated that he "sincerely believed that education for democratic human relations which emphasizes the translation of belief into practice builds character and simultaneously strengthens our nation by making our political, social, economic and religious way of life a reality for each of our citizens regardless of the group with which he is identified." Although a committee is presently up-dating references and expanding the bibliography the philosophy of 1954 is that of the present day School Department.

The statements outlined in this policy statement are in general agreement with the conclusions and the recommendations of the Report of the Advisory Committee on Racial Imbalance and Education. Although in Cambridge all races have lived together in a cosmopolitan area with mutual concern and respect for each other that should be the envy of other municipalities of similar diversification, improvements can and will continue.

The fact that technically we do not presently have any racially imbalanced school in the Cambridge Public Schools will not be a source of contentment or of satisfaction.

Our goal shall be that which is best for each child whom parents entrust to our care.

JOHN M. TOBIN
Superintendent of Schools

There being no objection, the chairman ordered placed on the 'calendar' bids received for furnishing dishwashing machine for the High & Latin School cafeteria and for furnishing electric mixers for the Fitzgerald and Morse School Cafeterias.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of April 6, 1965.

On motion by Mr. Fitzgerald it was voted to lay on the table bids received at the meeting of April 6, 1965, for furnishing science supplies for High & Latin School; linotype machine for Rindge Technical School; for expansion of Mathatron for Rindge Tech. School; for floor machines for high school cafeterias; for science supplies and apparatus for elementary schools science program

Question came on bids received for furnishing athletic equipment and on motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the recommendation of Assistant Superintendent David Hockman that the bids be awarded to the lowest bidders meeting specifications and submitting samples: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Absent". The rules having been suspended a motion by Mr. McMahon to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Duehay it was voted to take from the table bids received for furnishing linotype machine for Rindge Technical School; for furnishing floor machines for High & Latin and Rindge Technical Schools cafeterias; and for expansion of Mathatron for Rindge Technical School. On motion by Mr. Duehay it was voted to award the contract for furnishing linotype machine for Rindge Technical School to the lowest responsible bidder, Merganthaler Linotype Co., 29 Ryerson St., Brooklyn, New York, at a price of $9,357.00; that the contract for expansion of Mathatron for Rindge Technical School be awarded to the lowest responsible bidder, Mathatronics, Inc., 257 Crescent St., Waltham, Mass., at a price of $1,575.00; that the contract for furnishing floor machines for High & Latin and Rindge Technical School cafeterias be awarded to the lowest responsible bidder, the Merit Paper and Chemical Corp., 57 Regent Street, Cambridge, Mass., at a price of $1,645.00 each: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Absent". The rules having been suspended a motion by Mr. McMahon to reconsider the foregoing vote, (hoping same would not prevail) failed of adoption.

On motion by Mr. Duehay it was voted to approve the Graduation Dates as recommended by the Superintendent at the meeting of April 6, 1965, and that the matter of assigning speakers for the various graduations be referred to executive session.

Mrs. Ackermann moved adoption of the report and recommendations of the special sub-committee appointed to consider the request of the Cambridge Mental Health Association for financial assistance, spread in its entirety in the minutes of the meeting of April 6, 1965. On motion by Mr. Duehay it was voted to amend this report by striking out the words "referred by Cambridge Schools' and substituting therefore the words "resident of Cambridge". On the following roll-call it was then voted to adopt the report and recommendations of the special sub-committee appointed to consider the request of the Cambridge Mental Health Association for financial assistance, as amended at this meeting and set forth in its entirety below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Yea"; Mr. McMahon voting "Nay"; Mr. Olesen "Absent". The rules having been suspended, a motion by Mrs. Ackermann to reconsider the foregoing vote (hoping same would not prevail) failed of adoption:

April 20, 1965

ORDERED:

The Cambridge School Department, having recognized that the Cambridge Mental Health Association has established the Cambridge Guidance Center whose activities are maintained exclusively for children of Cambridge citizens, has appropriated in the 1965 budget a sum of $16,000.00 for providing cooperative facilities to outpatient clinics established in accordance with the provisions of Chap. 123 of the general laws, in accordance with authority granted by Chap. 40, Sec. 5, Clause 40C.

That in conformity with the provisions of Chap. 40, Sec. 5, Clause 40C, the said sum of $16,000.00 be made available to the Cambridge Mental Health Association in twelve (12) equal payments, it being understood that no fee above 25¢ shall be expected of any child resident of Cambridge. Any fee above this amount which has been paid for treatment of a child referred to it by Cambridge schools from January 1, 1965 to the present, shall be refunded. The Cambridge Mental Health Association, in turn, shall furnish to the fullest extent possible, mental health services to the children of the City of Cambridge and their parents as may be required, including but not limited to outpatient mental health and psychiatric services in accordance with standards established by the Mass. Department of Mental Health, and shall furnish equipment, supplies and professional personnel meeting standards consistent with standards established by the Mass. Department of Mental Health and shall furnish quarters adequate for the provision of such services, and, further,

That in further conformity to Chap. 40, Sec. 5, Clause 40C, the said sum of $16,000.00 shall be expended under the direction of the School Committee for which purpose the Cambridge Mental Health Association shall provide annually to the School Department a detailed report of its activities for the past year, a detailed annual budget for the forthcoming year, and any other statistics which the School Department may reasonably request; and the accounts of the Association shall be subject to periodic audit by the School Department. Furthermore, the Cambridge Mental Health Association shall furnish to the School Department monthly and annual activity reports regarding the mental health program, procedures, service statistics and other program evaluation information as reasonably requested and in general shall cooperate with the School Department in all matters involving the mental health of school children in the City of Cambridge and shall furnish to the Superintendent of Schools, whenever ethically feasible, the names and addresses of all patients interviewed together with the diagnosis and prognosis, which information shall be kept strictly confidential.

and, further,

That payments by the Cambridge School Department to the Cambridge Mental Health Association shall be applicable to services rendered from January 1, 1965 to December 31, 1965.

On motion by Mr. McMahon it was voted to adopt a motion presented at the meeting of April 6, 1965, that the School Committee recommend to the Planning Board, the City Manager and the City Council that an area of approximately 40 acres bounded by Sherman Street, Walden Street and Garden Street near the present St. Peter's Field, be officially set aside and zoned as a recreational area; that plans for the development of this site shall include baseball and softball diamonds; football fields, a soccer field, tennis courts, a stadium with a football field, an outdoor running track and parking space, a field house to provide an indoor board running track, lockers and showers, volley ball and badminton courts, shuffleboard and handball, outdoor handball courts, an archery range, play areas for small children; that the area be appropriately landscaped and provided with benches and shaded rest areas; that the complex serve as an athletic center for the school programs during the school year and for an expanded community recreational program for all

Cambridge residents; that the implementation of this policy avoid the taking of any homes within this area; that copies of this order be forwarded to the Planning Board, the City Council, the City Manager and the Recreation Commission for necessary action.

On motion by Mr. McMahon it was voted to adopt a motion presented at the meeting of April 6, 1965, that the Superintendent study the feasibility of a program as suggested by Gardner Cowles, editor-in-chief of Look Magazine at the National School Boards Convention relative to Early Education.

Question came on a motion presented by Mr. McMahon at the meeting of April 6, 1965, that effective September 1, 1965, the number of steps required to reach maximum salary in the Teachers' salary schedule shall be reduced from twelve steps to ten steps. On the following roll-call the motion failed of adoption: Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay".

Question came on a motion presented by Mr. Olesen that the City Manager confer with the Director of Civil Defense in Cambridge and provide all necessary information to implement the plans for all new construction in the future by providing "fall out" areas and which may be used in the interim for regular school purposes. The chair advised Mr. Olesen that such a plan is now being considered. Mr. Olesen asked and received unanimous consent to withdraw his motion.

Awaiting Report:

Conforming to an order that he study a proposed amendment to include in the rules a provision for sick leave for permanent part-time junior clerk-typist, the Superintendent recommended adoption of a policy of allowing one day for each month of employment, cumulation to a total of one hundred (100) days for part-time junior clerk-typists. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Conforming to an order that he report on the petition of Supervisors of Attendance requesting that they be excluded from the rule requiring all personnel who travel to be reimbursed on a mileage basis, the Superintendent presented the following report and recommendation and on motion by Mr. Duehay it was voted to adopt the report:

Office of The
Superintendent of Schools

April 14, 1965

Travel Reimbursement For Attendance Officers

Referred to the Superintendent for Report: —

The result of a survey of neighboring communities relative to attendance officers is attached for the information of the Committee.

In those school departments whose attendance supervisors are on a ten month employment contract travel reimbursement ranges from $250 to a maximum of $400 per year. Per pupil ratio varies from a low of 1 to 3611 in Boston to a high of 1 to 9,000 in Newton. The area of coverage and resulting mileage varies with each community.

In Cambridge there are three attendance officers for 11,371 public school and 4,447 non public school pupils with a per pupil ratio of 1 to 5,273.

The original recommendation of the Superintendent was based on the fact that mileage covered by personnel in this classification varied from day to day and from person to person depending upon the number of home visits which were required. The number of days school is in session varies from month to month.

Since reimbursement of all other personnel who are required to use their cars in the execution of their assignments is based on the rate of ten cents a mile and since such rate is at least equal to the rates of neighboring communities the Superintendent recommends that all personnel who are required to travel in performance of their duties be reimbursed in accordance with the rule established by vote of the School Committee on January 12, 1965.

JOHN M. TOBIN
Superintendent of Schools

Attendance Supervisors

City	No. of Personnel	Pupil Enrollment	Per Pupil Ratio	Length of Employment	Annual Salary	Travel Allowance
Boston	36	90,000 + 40,000 parochial	1:3611	10 mo.	$ 6,075 to $7,640 in 11 steps	$400 per yr.
Somerville	2	13,355	1:6678	10 mo.	7,550 to 8,100	300 per yr.
Arlington	1	8,600	1:8800	10 mo.	8,340	250 per yr.
Brookline	1	6,800	1:6800	12 mo.		Town owned car
Newton	2	18,001	1:9000	10 mo.	12,125 (Supervisor) 7,150 (Counselor)	450 per yr. 300 per yr.
Cambridge	3	11,371 + 4,447	1:5273	10 mo.	7,024.79	10¢ per mile

Conforming to an order that the report on the communication from the Custodians Union requesting an increase in rate of pay for work performed beyond their regular work-day from $2.75 to $3.00 per hour, the Superintendent reported and recommended that the rate of pay for custodians for work performed during other than their scheduled work day be established at three dollars ($3.00) per hour. Functions directly concerned with the School Department will be excepted from the provisions of this rule. Mr. Olesen moved adoption of the Superintendent's recommendation. Mrs. Ackermann objected to action at this meeting and the chair ordered the motion placed on the 'calendar'.

Conforming to an order that he report on the communication from the Wellington-Harrington Citizens Committee relative to future use of the old Kelley School, the Superintendent presented the following report:

> "The building of new schools on the sites occupied by the present buildings will pose a problem of housing pupils during the period of construction. To avoid the probability of double sessions in other neighboring schools the Superintendent recommends that the Kelley School remain in a standby status for the immediate future. Thus it may serve an educational purpose similar to its use during the period of the construction of the new Peabody School."

It was voted to adopt the Superintendent's recommendation relative to future use of the Kelley School.

NEW BUSINESS

On motion by Mr. McMahon it was voted that the Cambridge School Committee extend their sincere congratulations and commendation to the Rindge Technical School Drama Club, to the drama coaches and members of the faculty who assisted, for the excellent presentation of the play "Twelve Angry Men".

Mrs. Ackermann presented the following motion:

WHEREAS: The School Building Advisory Committee has sent the School Committee a draft of an excellent long-range report on school buildings; and

WHEREAS: This report contains specific proposals to provide equal, modern educational, recreational and hot lunch facilities within three years for every elementary school except Fletcher, Agassiz and Lincoln; and

WHEREAS: No clear building plans can be made for the Fletcher School until the question of the Inner Belt Route is firmly decided:

Therefore be it,

ORDERED: That the School Committee, for the time being, refers to the Superintendent the problem of providing equal opportunities as well as possible for the children now attending Fletcher School, and respectfully invites the chairman of the School Building Advisory Committee, Mr. Harding Greene, to come in to executive session at the next meeting of the School Committee to discuss the most appropriate method of formulating a plan to provide equal facilities for the children now attending Agassiz and Lincoln Schools.

Mr. Solomons objected to action at this meeting and the chairman ordered the motion placed on the 'calendar'.

On motion by Mrs. Ackermann it was voted that the School Committee extend its sincere appreciation to the Cambridge Chronicle-Sun and to the participating local merchants for giving our high school students the opportunity to try their hand at commercial art; and, further, to offer their congratulations to the art students who produced so many excellent entries.

There being no objection the chairman ordered placed on the 'calendar' a motion by Mrs. Ackermann that the Superintendent be requested to establish a staff committee to report back to the Superintendent by November and to the School Committee by the first meeting in December, 1965, on school public relations. This report should not concern itself particularly with present or past policy in this regard, but outline an up-to-date new program for the kind of public relations an urban school needs in the mid-1960s. It should assign responsibility for each aspect and state whether present personnel can handle the new program or whether new personnel will be necessary, either part-time or full-time, or on a piece-work basis. The committee should be free to engage the temporary services of a school public relations consultant, and the Superintendent is hereby authorized to request special funds for such consultation. The report should include sections on Publications, including curriculum guides, recruitment pamphlets and all other; and provision for revising these periodically; Parent-School Relationships, personal and written; Press-School Relationships, from local releases on student achievements through regular local releases on specific problems being tackled, through Metropolitan and even National releases.

On motion by Mrs. Ackermann and Mr. Solomons it was voted that, in order to formalize what is believed to be present policy, and because this subject is of deep concern to most Americans at this time, that the Superintendent remain alert for any trend toward a population of more than 50% non-white children in any single elementary school, and correct any such trend in good time, by judicious redistricting, or open enrollment.

On motion offered jointly by Mrs. Ackermann and Mr. Solomons it was voted that the following letter be sent to the State Advisory Committee on Racial Imbalance and Education, with copies to all the local and metropolitan press, the City Council and the City Manager:

> Dear Sirs:
>
> Thank you for sending us the Report on Imbalance and Education. The problem of de facto segregation in some urban schools is one that most Americans must, by now, be aware of and which should be of deep concern to all of us.
>
> When the Commissioner's census was taken in Cambridge, ten out of fifteen elementary schools had 10% Negro population or more and there was only one school, the Houghton School, that had a more than 50% non-white student body. There the percentage was 51%. This situation corrected itself the following fall when the arrival of fifty new students in the district tipped the balance the other way.
>
> Your report expresses a belief that in this district "the trend to racial imbalance is likely to continue." In fact we believe the trend is in the other direction. We shall, however, continue, as we have in

> the past, to watch this factor in this school and in all our schools, and direct our Superintendent to correct any possible "imbalance" beforehand, by judicious redistricting, or open enrollment.
>
> Your report also suggests a new school building. The Houghton School is one of three new schools planneed for 1966.
>
> Incidentally we don't know if you are aware that Houghton School is not an area of segregated housing. The local Riverside Neighborhood Association likes to refer to it as "the oldest integrated neighborhood in America." It is our earnest hope that it will remain that way.

On motion by Mr. Duehay it was voted that the City Manager be requested to act promptly in selecting architects and in accelerating planning for the new Putnam-Thorndike, Houghton, and Russell-Haggerty Schools.

On motion offered jointly by Mr. Duehay and Mr. McMahon it was voted that the Superintendent of Schools explore the provisions of the Manpower Development and Training Act of 1962 (as amended by The Congress in 1965) and of the Vocational Educational Act of 1963 and report to the School Committee no later than its first meeting in November recommendations concerning how this federal money can be utilized to strengthen Cambridge's work-study programs, its vocational and occupational education, and its programs for disadvantaged youth and potential school dropouts, and its adult education programs.

On motion offered jointly by Mr. Duehay and Mr. McMahon it was voted that the Superintendent of Schools explore the implications and provisions of the Elementary and Secondary Education Act of 1965 with appropriate state, federal, university and community officials and report preliminary recommendations to the School Committee for the use of this federal assistance in Cambridge no later than the first meeting in October.

On motion by Mr. Solomons it was voted to convene in executive session.

EXECUTIVE SESSION

On motion by Mr. Fitzgerald it was voted on the following roll-call that whereas the Rindge Technical School Relay Team will participate in the championship Penn Relay Games at Philadelphia, Pennsylvania, on April 23 and 24, that members of the School Committee and the secretary be granted permission to attend the Penn Relay Games and that a sum not to exceed $150.00 per person be appropriated from the High School Athletic Fund to defray expenses: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane. The rules having been suspended a motion to reconsider the foregoing vote failed of adoption.

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt a recommendation of the Reimbursement Committee, concurred in by the Superintendent, that the amount of $92.20 be approved for expenses necessary to attendance at the National Art Convention in Philadelphia by Joseph Santoro, Director of Art: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. McMahon it was voted on the following roll-call to adopt the Superintendent's recommendation that Mary A. Blessington, teacher at the Russell School, be appointed Master's Assistant at the Russell School, at a stipend of $300.00 over and above her salary as a teacher, effective April 20, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The chairman ordered placed on the 'calendar' as required by the rules the Superintendent's recommendation that Thomas C. Haley be appointed teacher of Social Studies at the High & Latin School, at a stipend of $5,300.00 per year, effective May 1, 1965.

There being no objection the chairman ordered placed on the 'calendar' the Superintendent's recommendation that Raymond G. D'Arcy, Master of the Peabody School, being the first name on the examined list for the position of Headmaster, be appointed Headmaster of the Cambridge High & Latin School, at a salary of $12,600.00, effective July 1, 1965.

On motion by Mr. McMahon it was voted on the following roll-call to adopt a recommendation of the Director of Athletics, concurred in by the Superintendent, that Daniel Gearty, teacher at the Putnam School, be appoined Assistant Baseball Coach at Rindge Technical School at a stipend of $600.00 for the season, to fill the vacancy caused by the resignation of John C. Landrigan: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald "Present".

On motion by Mr. McMahon it was voted on the following roll-call to adopt the recommendation of the Director of Athletics, concurred in by the Superintendent, that Edward J. Conrad, teacher in the Rindge Technical School, be appointed Golf Coach at Rindge Technical School, at a stipend of $8.00 per day, to fill the vacancy caused by the resignation of William Ryan: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald and Mr. Olesen "Present".

On motion by Mr. McMahon it was voted on the following roll-call to adopt the recommendation of the Director of Athletics, concurred in by the Superintendent, that Edward J. Fratto, teacher in the Dept. of Physical Education assigned to Rindge Technical School, be appointed Head Coach of Football at Rindge Technical School, at a stipend of $1,200.00 for the season, to fill the vacancy caused by the death of Thomas Smith: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Duehay it was voted to suspend the rules for the purpose of moving reconsideration on the foregoing three athletic appointments. A motion by Mr. Duehay to reconsider the foregoing votes appointing athletic personnel, hoping same would not prevail, failed of adoption.

Members were assigned as follows to represent the School Committee at the various graduations:

GRADUATIONS

Mon.	June 7	Cambridge High & Latin	Mr. McMahon	6:00 p.m.
Tues.	June 8	Rindge Technical School	Mr. Olesen	6:00 p.m.
Mon.	June 7	Fletcher School	Mrs. Ackermann	9:30 a.m.
Mon.	June 7	Webster School	Mr. Fitzgerald	11:00 a.m.
Tues.	June 8	Putnam School	Mr. Fitzgerald	9:30 a.m.
Tues.	June 8	Harrington School	Mr. Duehay	11:00 a.m.
Tues.	June 8	M. E. Fitzgerald School	Mrs. Ackermann	2:00 p.m.
Wed.	June 9	Peabody School	Mrs. Ackermann	9:30 a.m.
Wed.	June 9	Houghton School	Mr. Solomons	11:00 a.m.
Wed.	June 9	Thorndike School	Mr. Fitzgerald	2:00 p.m.
Wed.	June 9	Boys & Girls Vocational	Mr. Solomons	8:00 p.m.
Thurs.	June 10	Roberts School	Mr. Duehay	9:30 a.m.
Thurs.	June 10	Morse School	Mr. Duehay	11:00 a.m.
Thurs.	June 10	Agassiz School	Mr. Fitzgerald	2:00 p.m.
Fri.	June 11	Russell School	Mr. Olesen	9:30 a.m.
Fri.	June 11	Haggerty School	Mr. Olesen	11:00 a.m.
Fri.	June 11	Longfellow School	Mr. Solomons	2:00 p.m.

On motion by Mr. Duehay it was voted to reconvene in regular session.

On motion by Mr. Duehay it was voted to ratify and affirm the votes taken in executive session.

On motion by Mr. Duehay it was voted to adjourn;

ADJOURNED

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, May 4, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

The Secretary informed the committee that in transcribing the minutes of the meeting of April 20, 1965 he had inadvertently omitted, from the motion by Mr. Duehay granting permission to Educational Services Incorporated to conduct a summer school at the Houghton School, the sentence "Whatever funds are necessary shall be transferred from PL874."

On motion by Mr. Solomons it was voted to approve the minutes of the meeting of April 20, 1965 as corrected.

On motion by Mr. Fitzgerald it was voted to accept an invitation extended by the Marsh Post, American Legion, to participate in Memorial Day Exercises on Monday, May 31 which will be conducted by the combined American Legion Posts of Cambridge. Procession will assemble at City Hall at 9 a.m.

A communication was presented from the Cambridge Planning Board transmitting recommendations of the School Building Advisory Committee and on motion by Mr. Duehay it was voted to make this communication part of the minutes:

May 3, 1965

The Honorable, the School Committee
1700 Cambridge Street
Cambridge, Massachusetts 02138

Madam and Gentlemen:

With the approval of Mr. Harding U. Greene, Chairman of the School Building Advisory Committee, I am transmitting herewith copies of the recommendations of the Committee as revised from the draft of April 1, 1965, which was acted on at a School Building Advisory Committee meeting on April 12.

It had been expected that we would be transmitting the whole report at this time, but we have not been able to maintain our schedule due to the pressure on the staff of the Planning Board. We would hope the revised substitute text would reach you within two or three weeks.

Respectfully yours,
ALAN McCLENNEN
Executive Secretary

On motion by Mrs. Ackermann it was voted to make part of the minutes the following communication received from Harding U. Greene, chairman of the School Building Advisory Committee, and that the Cambridge School Committee extend to the School Building Advisory Committee, of which Mr. Harding U. Greene is Chairman, their sincere appreciation for the generous and eminently satisfactory way in which the Advisory Committee has rendered a distinguished public service in planning the school building requirements for the Cambridge School Committee:

April 28, 1965

To the Honorable
The Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Dear Members of the Committee:

I am pleased to transmit herewith the findings of the School Building Advisory Committee as a result of the studies emanating from the various orders which you referred to us. As we understand it, this completes our responsibilities. We would, however, be pleased to be of additional help if called upon in connection with the present program. Our report consists of a "Summary and Conclusions" section, backed by discussions of the various specific orders, with recommendations in relation to each.

The committee wishes to express its appreciation for the opportunity of studying these school problems. Most helpful was your full cooperation and that of the school administration, and also we would like to thank specifically Mr. Alan McClennen for his work in compiling the basic figures on which many of our recommendations were based.

Respectfully yours,
HARDING U. GREENE
Chairman — School
Building Advisory Committee

On motion by Mr. Solomons it was voted to make part of the minutes the following communication received from the Agassiz P.T.A., and from the Cambridge Mental Health Association:

From: Agassiz School P.T.A.
To: Cambridge School Committee
Subject: The Future of Agassiz School

Dear Sirs:

Last winter the Agassiz School P.T.A. petitioned the School Committee to define the long-range plans for the Agassiz School. We noted certain imperative needs of the school and requested to be put somewhere on the priority list for future improvements. For convenience, we repeat the petition:

The Agassiz School P.T.A. realizes that we are one of the newer of the older schools and that there are a few elementary schools — Houghton and Putnam, for example — that desperately need new buildings and larger sites. But when will Agassiz and schools of its vintage be equipped with facilities equal to those in the Fitzgerald, the Morse, the Harrington, and the Peabody schools? The majority of our elementary schools are ill-equipped for the 1960's; they lack teachers' rooms, gymnasiums, cafeterias, music rooms, language laboratories, and, in some cases, even adequate classroom space and toilet facilities. We wish to know what long-range plans, if any, the School Committee is considering for our older schools and what place upon a priority list Agassiz will take. We wish to know now if the School Committee will think creatively about Cambridge and its aging school buildings. Should Agassiz, for example, be combined with Lincoln School, forming a new school to be built upon the present Agassiz site, expanded by the addition of several parcels of land adjacent to the school and now available for acquisition? Is it economically feasible to redistrict and to build a new school that will accommodate five hundred students rather than to pour money into old schools that will again be outmoded in another decade?

We strongly urge that the School Committee recommend that the City Council advocate the purchase of parcels of land at 26, 28, 30, and 32 Sacramento St., parcels which presently are under option to a private party (the option to be exercised on January 1, 1965). Will Agassiz School children see a new luxury apartment adjacent to its already small site? Or perhaps a Harvard dormitory, a parking garage, or classroom? We hope that you will give our request your immediate and professional attention.

Since the writing of our request, the School Committee has passed favorably on the building of three new schools. As a member of the Cambridge Council of P.T.A.'s the Agassiz School P.T.A. applauds this action. We now learn that the School Building Advisory Committee of the School Committee has also recommended the major renovation of three other elementary schools. We respectfully urge again that you establish long-range improvements for the Agassiz and Lincoln schools and for the Agassiz-Lincoln-Peabody-Russell-Haggerty School districts.

We would also like to point out that the four parcels of land mentioned in the above petition have since been acquired by a party who, we understand, may be favorably disposed to negotiations with the city for the purchase of the land. We urgently request that you give some thought and action to the possibility of acquiring land that is so difficult to obain in Cambridge.

The Improvement Committee of the
Agassiz School P.T.A.

Mr. Roland Larsen
Mr. Harvey Brower
Mr. William Hall
Mr. Frederick Willey

April 28, 1965

Mr. Edward J. O'Connell, Secretary
Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts 02138

Dear Mr. O'Connell:

The Cambridge Mental Health Association is very appreciative of the support of the Cambridge School Committee in our endeavor to continue the work of the Cambridge Guidance Center. We feel strongly that this valuable contribution to the mental health of our Cambridge children deserves broad community backing.

Dr. Reid gave me the following statistics concerning the Guidance Center.

Since January 1, 1965, 54 families have come to the Cambridge Guidance Center *for the first time*, from the following referral sources.

Family doctors	13
Schools —	
Public	8
Parochial	2
Private	1
Social Agencies	14
Hospitals	4
Churches	2
Self referral	8

During March, 1965, a total of 568 interviews were held with 92 families.

From these figures, it is evident that the Guidance Center is seeing 75% more families this year than last.

I have enclosed the announcement to be sent to all familes at the Center, announcing the contribution of the School Committee.

Dr. Reid and Dr. Sanders are working on a cooperative program with Dr. Boland, so that Cambridge school children will get the best possible service.

Thank you again for your interest and support.

Sincerely yours,

JOHN H. DYER, President

ANNOUNCEMENT

THE CAMBRIDGE SCHOOL COMMITTEE has contributed $16,000 to the Cambridge Mental Health Association, so that the costs of children's interviews can be reduced during 1965.

The Cambridge Guidance Center is operated by the Cambridge Mental Health Association and the Department of Mental Health of the Commonwealth of Massachusetts. To secure State aid, the community must be responsible for all housing, secretarial and incidental expenses.

CAMBRIDGE GUIDANCE CENTER

Proposed Operating Budget for 1965

Comm. of Massachusetts	$140,000
Federal Research Grant	33,000
Community Support	30,000

from
Cambridge School Committee
United Fund (through M.M.H.A.)
Fees, Memberships, and Contributions

Because of the generous contribution of the School Committee, parents will be expected to pay no more than 25 cents per interview for their children from January 1, 1965. As always, fees for adults will be scaled so that the cost of interviews will not be a burden.

On motion by Mrs. Ackermann it was voted to place on the 'calendar' a revised agreement form presented by the Cambridge Teachers Association relative to professional procedures.

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

The chairman ordered placed on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY JOHNSON PUBLISHING CO.
Investigating the Earth, by Earth Science Committee

PUBLISHED BY SCHOLASTIC BOOK SERVICES
SCHOLASTIC WORLD AFFAIRS MULTI-TEXT:

The Subcontinent of India, by Langyel
The Two Chinas by Bell
Emerging Africa, by Joh
The Soviet Union by Schwartz, et al.
Soviet Satellites of Eastern Europe, by Isenberg
The Rim of Asia, by Kublin
The Middle East, by Jaeckel, et al.
Latin America, by Alexander

PUBLISHED BY FOLLETT PUBLISHING CO.
Study Lessons In Our Nation's History, Gr. 7 & 8 by Abramowitz
Success in Language, by Tinker, et al, Gr. 9

PUBLISHED BY LAIDLAW BROTHERS
Great Names In American History
Our Country
World Background for American History
The Story of America

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that Mrs. Mary M. Roberts, teacher at the Charles Harrington School, be granted Maternity Leave of Absence in accordance with the rules of the School Committee, effective April 30, 1965 to September 1, 1966.

The Superintendent reported the marriage of Judith Bresnahan, teacher at the Roberts School to James F. Mawn, and that her name will now appear on our records as Mrs. Judith Mawn.

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that Joseph A. Keefe, teacher at the Haggerty School, be granted leave of absence without loss of salary, from June 17, 1965 to the close of school June 1965 for the purpose of attending a Summer Institute in Physics for elementary school teachers at Wisconsin State University, Superior, Wisconsin.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that Mrs. Alice Hartnett Bolen, teacher at the Thorndike School, be granted Maternity Leave of Absence in accordance with the rules of the School Committee, effective September 1, 1965 to September 1, 1967.

The Superintendent presented the resignation of Henry O. Delaney, Assistant Headmaster at High & Latin School and a member of the faculty of the Cambridge School Department for thirty years. On motion by Mr. Duehay it was voted to recommend to the proper authorities that Mr. Delaney be retired on pension in accordance with his petition and that the School Committee extend to Mr. Delaney their sincere appreciation for his long years of faithful and efficient service to the Cambridge School Department.

On motion by Mr. Solomons it was voted to make part of the minutes the following communication from Walter J. Markham, Director of the Division of Vocational Education, State Department of Education relative to the 13th & 14th grade Technical Institute at Rindge Technical School:

May 3, 1965

Mr. John M. Tobin
Superintendent of Schools
Cambridge, Massachusetts

Dear Mr. Tobin:

After several conferences, both in this office and at the Rindge Technical High School, it is the opinion of the Division of Vocational Education that recommendations can be made for the development and operation of at least two courses in technical education on the post high school level in Cambridge. These courses are to be inaugurated in September, 1965.

There are several matters involving facilities, equipment, and personnel that have been discussed and the recommendations for these matters are well understood by both the staff of this Division and Messrs. Sweeney and Hockman. It is hoped that all of these matters will be resolved by the opening of school in September.

Federal Funds will be recommended and made available on a matching basis to help defray the cost of the new program.

Members of the Vocational staff will continue to work with you and your people to make certain that quality programs will be established.

With best personal wishes, I am

Respectfully yours,
WALTER J. MARKHAM
Director

REPORTS OF COMMITTEES

On motion by Mr. Solomons it was voted to approve the following report of the Committee on Buildings & Grounds and adopt the recommendations contained therein:

Committee on Buildings & Grounds

Tuesday, April 27, 1965

Present: Mr. Fitzgerald, Chairman; Mr. Duehay, Mr. Solomons and Asst. Superintendents Conley and Hockman.

It was voted to recommend that in view of the possibly increased enrollment in September at the Haggerty School, that the Superintendent study and report as soon as possible on the petition of the Haggerty School PTA that facilities in the Haggerty School be increased for the opening of school in September, 1965 by providing three new classrooms, a library with books and science room with proper facilities.

Respectfully submitted,

JAMES F. FITZGERALD, Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that the teachers listed below be re-elected for a period of one year from Sept. 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

High and Latin

Anne Conners
Harvena J. Dillon
Claire M. Driscoll
Blanche H. Johnsen
Ardith D. B. Kerst
Cynthia H. Larson
John T. Nolan
Frances Ramsdell
Robert N. Reagan
Christine A. Splaine
Mary L. Sullivan
Margaret E. Tierney
John J. Walsh
Eleanore G. Waring
Cynthia B. Larson
Jacqueline G. Wescott

Rindge Technical

Edward J. Conrad
Warren G. Ferzoo
Angelo J. Kaltsos
Charles D. Killilea

M. E. Fitzgerald

Mary Cribbon
Frances K. Dewire
Susan E. Ezckiel
Thomas R. Scalese, Jr.
Eleanor J. Towney
Catherine E. Wadden

Fletcher

Louise E. Terry
Rose C. Tooney

Haggerty

Mary E. Dorchak
Virginia L. Rosenblatt
Catherine M. Synnott

C. G. Harrington

Myra H. Drooker
Eloise D. Forte
Ruth M. Seabrook
Sara C. Shelley
Ida D. Sherwin

Houghton

Jean Isenberg
Mary J. Rogers
Lynda M. Mahoney
Ann Scott

Longfellow

Marie Hunt
Lorna M. Larson
Andrea Stone

Morse

Joseph A. Colaninno
Dorothy F. Daly
Richard D. Maloney

Peabody

Barbara Bachman
Ann M. Flaherty
John T. Halligan
Mary E. Murphy

Putnam

Joyce E. Redling

Roberts

Mary Battell
Judith D. Bresnahan
Kathleen Fitzgerald
Mitchell Sartanowicz
Julianne Tansey
Barbara A. Thomas

Russell

Kathleen H. Casey
Judith F. DeStefano
Joyce V. MacKay
Mary H. O'Leary

Thorndike

Diane Bielawa
Mary R. McCarthy

Webster

Eve Borall
Emily M. Gregory
Eleanore H. Parker
Charles L. Stead

Vocational School for Girls
Sheila M. Corcoran

Art Department
Phyllis P. Corbin
Jane K. Rockwell
Stephen F. Smalley

Music Department
Charles M. Sego

Bureau of Pupil Services
Paula E. Taff

Physical Education Department
Maryanne Bergeron
Joseph J. Cincotta
Grace M. Cuthbert
Charlotte F. Distal
Brenda M. Joyce

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation, presented at the meeting of April 20, 1965 that the teachers listed below, having completed successfully three years service in the Cambridge Schools, be placed on tenure from September 1, 1965 in accordance with the Rules of the School Committee: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

High and Latin
Saul Adamsky
John F. Burke, III
Manuel E. Conceison
Moses Konjoian
Helen Mavrides
Nancy M. McMahon
Patricia M. Murphy
Katherine B. O'Sullivan
Jean A. Robinson
Helene L. Schulz

Abraham Lincoln
Margaret A. Carey

Agassiz
Elizabeth G. Bolanz
Aloyse P. Curran
Robert D. Sullivan

M. E. Fitzgerald
Helen M. McGonagle
Marion C. O'Reilly

Fletcher
Paula A. Falloni

C. G. Harrington
Flora Athanas
John M. Clarke
Ellen Coady
Francis X. Foley

Longfellow
Edna C. Beaudoin
Ruth Crawford-Brown

Peabody
Peter F. Colleary
Judith F. Higley

Roberts
Francis R. Burke
Margaret A. Donnelly
John W. Jordan

Webster
James J. Coady

Art Department
Robert L. Gedies

Questions came on bids presented at the meeting of April 20, 1965 for furnishing science supplies for High & Latin School; for science supplies and apparatus for elementary schools science program; for furnishing dishwashing machine for High & Latin School cafeteria and for furnishing electric mixers for the Fitzgerald and Morse School cafeterias. Mr. Duehay moved that contracts be awarded to the lowest responsible bidder in each instance. Assistant Superintendent of Schools Hockman recommended that in the case of science supplies for High & Latin School that the contract for furnishing Items 1, 7, 10 and 12 be awarded Central Scientific Co., and the contract for furnishing items 8, 9 and 11 be awarded to Cambosco Co. Mr. Olesen offered a substitute motion that the Assistant Superintendent's recommendation be adopted. On the following roll-call the substitute motion prevailed: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Question came on the bids for furnishing science supplies for the elementary science program. Assistant Superintendent Hockman advised that one of the bidders, Cambosco Co., had submitted an alternate bid of $9,000.00 for supplying the entire program and Mr. Hockman recommended that the contract be awarded on this basis. On the following roll-call it was voted, to adopt a substitute motion by Mr. Fitzgerald to adopt the Assistant Superintendent's recommendation that the contract be awarded to Cambosco Co., for a total price of $9,000.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons, and Mayor Crane voting "Yea".

On the following roll-call it was then voted to adopt Mr. Duehay's motion that the contract for furnishing a dishwashing machine for the High & Latin School Cafeteria and for furnishing electric mixers for Fitzgerald and Morse Schools be awarded to the lowest responsible bidder Interstate Restaurant Equipment Co., 37 Amoskeag Street, Manchester, N.H. at a price of $1,165.00 for the Dishwashing machine and $2,716.00 for the two electric mixers: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Question came on a motion by Mr. Olesen, presented at the meeting of April 20, 1965 to adopt the Superintendent's recommendation that the rate of pay for custodians for work performed during other than their scheduled work day be established at $3.00 per hour. Functions directly concerned with the School Department will be excepted from the provisions of this rule. It was unanimously agreed to add to the Superintendent's recommendation the words "that Parent Teacher Associations meetings shall be compensated for by the School Department at the rate of $9.00 per meeting." A motion by Mrs. Ackermann that this matter be referred back to the Superintendent for clarification, failed of adoption on the following roll-call: Mrs. Ackermann and Mr. Solomons voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mayor Crane voting "Nay". On the following roll-call it was voted to adopt Mr. Olesen's motion for adoption of the Superintendent's recommendation: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann "Present".

Question came on a motion presented by Mrs. Ackerman at the meeting of April 20, 1965, that —

> Whereas, the School Building Advisory Committee has sent the School Committee a draft of an excellent long-range report on school buildings; and Whereas this report contains specific proposals to provide equal modern educational, recreational and hot lunch facili-

ties within three years for every elementary school except Fletcher, Agassiz and Lincoln; and Whereas, no clear building plans can be made for the Fletcher School until the question of the Inner Belt Route is firmly decided, therefore it is Ordered, that the School Committee, for the time being, refer to the Superintendent the problem of providing equal opportunities as well as possible for the children now attending Fletcher School, and respectfully invites the chairman of the School Building Advisory Committee, Mr. Harding U. Greene, to come in to executive session at the next meeting of the School Committee to discuss the most appropriate method of formulating a plan to provide equal facilities for the children now attending Agassiz and Lincoln Schools.

Mrs. Ackermann moved to amend the foregoing motion by striking out the section relating to inviting the chairman of the School Building Advisory Committee to attend the next meeting, and inserting in place thereof the following: "That the Superintendent be requested to have Mr. Conley confer with the City Planner and prepare by June 1 a plan to provide modern educational, recreational and hot-lunch facilities, in Kindergarten through 8th grade schools, for the children now attending Agassiz and Lincoln Schools, together with a tentative date for such a plan to be enacted." Mr. Olesen objected to action on the amendment at this meeting and the chairman ordered the main motion and amendment placed on the "calendar".

It was voted to adopt a motion presented by Mrs. Ackermann at the meeting of April 20, 1965 "That the Superintendent be requested to establish a staff committee to report back to the Superintendent by November and the School Committee by the first meeting in December, 1965 on school public relations. This report should not concern itself particularly with present or past policy in this regard, but outline an up-to-date new program for the kind of public relations an urban school needs in the mid-1960's. It should assign responsibility for each aspect and state whether present personnel can handle the new program or whether new personnel will be necessary, either part-time or full time, or on a piece-work basis. The committee should be free to engage the temporary services of a school public relations consultant, and the Superintendent is hereby authorized to request special funds for such consultation. The report should include sections on Publications, including curriculum guides, recruitment pamphlets and all other; and provision for revising these periodically; Parent-School Relationships, personal and written; Press-School Relationships, from local releases on student achievements through regular local releases on specific problems being tackeled through Metropolitan and even National releases."

On motion by Mr. Olesen it was voted on the following roll-call to adopt the Superintendent's recommendation, presented at the meeting of April 20, 1965 that Thomas C. Haley be appointed teacher of Social Studies at High & Latin School, at a stipend of $5,300.00 per year, effective May 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion jointly by Mr. McMahon and Mr. Fitzgerald it was voted on the following roll-call to adopt the recommendation of the Superintendent, presented at the meeting of April 20, 1965 "That Raymond G. D'Arcy, Master of the Peabody School, being the first person on the examined list, be appointed Headmaster of the Cambridge High & Latin School, at a stipend of $12,600.00 per year, effective July 1, 1965." Mrs. Ackermann, Mr. Duehay, Mr.

Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present". The rules having been suspended a motion by Mr. Solomons to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

Tabled Matters:

On motion by Mrs. Ackermann it was voted to take from the table the Superintendent's report on expanding the Library Program into all elementary schools as fast as feasible. On motion by Mrs. Ackermann it was voted that this report be placed on the "Awaiting Report".

On motion by Mrs. Ackermann it was voted to take from the table the Superintendent's report on expanding the Science Program into all elementary schools as fast as feasible. On motion by Mrs. Ackermann it was voted to place this report on the "Awaiting Report".

Awaiting Report:

Conforming to an order that he investigate the advisability of establishing a pre-kindergarten class for culturally deprived children in the Cambridge public schools, either during the regular school year or during the summer. Also to investigate the financial assistance which would be available under the provisions of the Economic Opportunity Act or other Federal funds, the Superintendent presented a report and on motion by Mr. Duehay it was voted that it be made part of the minutes:

April 29, 1965

PRE-KINDERGARTEN CLASSES
for
CULTURALLY DEPRIVED CHILDREN

A report on Operation Headstart in Cambridge was included with the School Committee Reports of April 20, 1965.

Details of the pre-school program for culturally deprived children planned during July and August 1965 were started therein.

Preliminary planning has been done for the extension of this pre-school program during the regular school year.

Conferences have been held concerning projects for after school study centers.

Coordination with T.E.S.T. (Teen Age Employment Skills Training) in a program designed to identify and prevent drop outs will expand as funds already requested are approved.

The Superintendent will continue to explore all aspects of federal funding.

JOHN M. TOBIN
Superintendent of Schools

On motion by Mr. Duehay it was voted to take from "Awaiting Report" and place on the "Calendar" the motion that the Superintendent of Schools meet with representatives of the Cambridge Teachers' Association concerning the agreement for recognition and professional procedures and present his recommendation to the School Committee no later than the first meeting in May.

Conforming to an order that he report on the employee situation now existing in School Cafeterias, Assistant Supt. David Hockman presented the following report and on motion by Mr. Duehay it was voted that the report be adopted and the Secretary arrange with Civil Service for the recommended new category of employees:

April 29, 1965

REPORT ON EMPLOYEE
SITUATION IN SCHOOL CAFETERIAS

As the result of an investigation by the Sub-Committee on Buildings and Grounds and its recommendations to the School Committee three additional cafeteria helpers were appointed on January 15, 1965.

Attachments to this report give specific information as to the number of employees, salaries, relative work load and absences.

On the basis of that information it is my opinion that the salary schedule and sick leave policy are adequate.

It should be noted that on the basis of salary per-day-worked both the cooks, and the helpers who have served more than one year, are on a higher salary scale than are substitute teachers.

On the basis of the work load at the six cafeterias it appears that the High and Latin School Cafeteria is adequately staffed with cooks and helpers.

In a report submitted last fall it was recommended that one employee (male) be assigned to the High and Latin School Cafeteria whose duties would be

a. Receipt, storage and handling of all cartons of food and cases of food.

b. Daily sweeping and washing of floors in all cafeterias, disposal of trash and cleanliness of containers.

Note: Cleanliness of floors in the food preparation and serving areas would be that of the female employees.

It is recommended that no additional female employee be assinged.

It is recommeded that one male employee be assigned duties as noted above during days when the cafeteria is in operation. On other days said employee will be available for other duties consistent with his civil service classification.

It is further recommended that the Supervisor of Cafeterias establish in coordination with civil service regulations a list of day by day substitutes who could provide coverage in the event of the absence of any regular employee and that funds for such employment be authorized at the rate of twelve ($12) dollars per day.

DAVID E. HOCKMAN
Assistant Superintendent

School	Av. No. of lunches per day	No. of cooks and helpers assigned	Ratio of cooks and helpers to lunches served
High and Latin	835	12 + 1 temporary	1: 69.6
Rindge	337	7	1: 56.2
Fitzgerald	384	5	1: 76.8
Morse	356	5	1: 71
Harrington	639	6	1:106.5
Peabody	329	3	1:108.3

Note: Average number of lunches per day compiled from figures for week of February 8, 1965.

Number of cooks and helpers taken from payroll records in April 1965. In addition 2 cashiers are assigned to High and Latin and one to each of the other cafeterias.

Salary schedule of regular cafeteria employees.

Classification	Yearly Salary	Salary per day
Cooks	$ 3,762.20	$ 20.90
Helpers		
First year	2,696.20	14.90
After one year	3,278.08	18.21

Note: Cafeteria employees work only on days when school is in session for a full day.

Cafeteria employees are allowed 15 days sick leave per year cumulative to 150 days.

ABSENCES — CAFETERIA EMPLOYEES

	Sept. 1963 — June 1964		Sept. 1964 — Mar. 1, 1965		
Josephine Beck	6	days	8	days	
Rosalie Brionzi	6	"	20	"	
Josephine Bulger	8	"			
Josephine Burns	2	"	2	"	
Margaret J. Callahan	8	"	8	"	
Rosalie Carlin	4	"	4	"	
Helen G. Coiley	24	"	25	"	
Florence B. Daly	7	"	4½	"	
Nora A. Dawe	9	"	22	"	
Gertrude Deegan	15½	"	14	"	
Ruth Desellier			7	"	
Mary A. Devereaux	20	"	4	"	
Madeline M. Dick	13	"	12½	"	
Bridie Egan	17	"	2	"	
Mary J. Farley			14	"	
Grace J. Galligan	19	"	2	"	
Mary M. Grieco	22	"	6	"	Oct. & Nov. and absent since 1/25 to present
Margaret M. Jones			19	"	
Johanna Kent	1	"			
Lillian L. Loud	1	"			
Margaret M. Magee	11	"			
Irene E. Manley	29	"	8½	"	
Mary J. Marquis	7	"	8	"	
Margaret M. McDonnell	10	"	7	"	
Alice E. Mullin	13	"	8	"	
Ruby R. Murphy	1	"			
Marion G. O'Connor	9	"	1	"	
Rose A. O'Connor			14	"	
Margaret A. Perkins	9	"	30	"	
Mary A. Remington	4	" (also Lv w/o salary 1/3/64-9/8/64)	3	"	
Mary C. Rogers	16	"	12	"	
Verna M. Samson	5	"	15	"	
Doris E. Sullivan	29	"	9	"	
Dorothy E. Sullivan	8	"	9	"	
Mary L. Sullivan	2	"			
Alice D. Termini	4	"	4	"	
Total	339½	"	302½	"	

On motion by Mrs. Ackermann and Mr. Solomons it was voted to make part of the minutes communications received from the Commissioner of Education and from the Barron Furniture Company:

April 27, 1965

Superintendent John M. Tobin
Public Schools
1700 Cambridge Street
Cambridge, Massachusetts

Dear John:

I appreciate very much your thoughtfulness and professional courtesy in forwarding the Policy Statement of the Cambridge School Committee concerning the recently issued report of the Advisory Committee on Racial Imbalance and Education. You and the members of the Committee are to be commended for this statesmanlike document, and the Commonwealth's Board of Education asked that I express grateful appreciation for this forward step.

Through the years Cambridge has been a leader in the field of human relations, and Department Supervisors frequently recommend the outstanding publication of the Cambridge Public Schools issued in 1954 under the title "Curriculum Guide for Democratic Human Relations."

You may be certain that we share your goal of what is "best for each child."

With warmest personal regards.

Yours very sincerely,
OWEN B. KIERNAN
Commissioner of Education

April 16, 1965

Mr. David Hockman, Asst. Supt.
of Schools
School Department
1700 Cambridge St.
Cambridge, Mass.

Dear Mr. Hockman:

I greatly enjoyed our chat with you relative to the brief lectures which have been given by my wife and myself to members of the Home Economics courses in the High School.

We originally proposed the idea of these classes with the hope that we, on our part, would obtain goodwill and that, in turn, the students might benefit from the practical experience which we have had in almost 27 years in the furniture business here in Cambridge. Our desire to do this was mixed with uncertainty and fear that, if our invitation were accepted by the School Department, we might become involved with unruly teenagers, damage to our store, and possible unpleasantness. We are both extremely gratified to find that every girl who has visited our store has behaved with complete courtesy and cooperation. We cannot praise their behavior enough, and, as a result of our very pleasant experiences with them, we are most pleased to inform you of this, and to express our anticipated pleasures for proceeding on the same basis for next year.

I highly value a compliment or a word of praise from my customers. In your position, so much is in the newspapers today about "juvenile delinquents", that I felt that you might like to know that both my wife and I hold an extremely high opinion of all of the girls, as noted above, without any reservation.

In closing, permit me to say that we received the greatest degree of cooperation from every teacher who accompanied these groups. We are especially intrigued by them, both as individuals, and as a group, because of the obvious interest which each took in their pupils and the subject matter about which we spoke. It is always gratifying even to some one like myself who, as my wife says, "is charmed by the sound of his own voice", to find so much attention given at all times to the words and demonstrations. We certainly had every bit of attention and interest from all.

I would particularly like to mention Miss Janet de Ronde, whose cooperation, tact and diplomacy, enabled us to set up the entire program on a working basis. Our various calls to her on different phases of this have already met with extremely prompt and efficient attention and results.

In conclusion, to Mr. Tobin, Mr. Sheehan, and to yourself, we wish to express our appreciation for your wholehearted cooperation.

Sincerely,

CARL F. BARRON

NEW BUSINESS

On motion by Mr. Duehay it was voted that the City Manager be informed that the School Committee reaffirm its policy regarding the building of a new combined Russell-Haggerty School, to be constructed at the same time as the new Putnam-Thorndike and Houghton Schools; and that the City Manager further be asked to appoint an architect to assist the committee in site selection for the new Haggerty-Russell School. The rules having been suspended a motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion offered jointly by Mr. Solomons and Mr. Duehay it was voted that the secretary write each unsuccessful candidate for the position of Headmaster of Cambridge High and Latin School, thanking them for their applications, and inviting them to apply to Cambridge in the future if the appropriate occasions arise.

On motion by Mr. McMahon it was voted that the School Committee extend its sincere congratulations and best wishes to Marsha Wegman of the Cambridge High & Latin School for winning the one hundred dollar Hallmark Honor Prize for the best painting from Massachusetts in the 1965 National Scholastic Art Awards conducted by Scholastic Magazine; and, further that the School Committee congratulate Cynthia Costa and Kassandra Damaskos for winning gold medals in the same contest.

On motion by Mr. McMahon it was voted that whereas the sport of Soccer is becoming very popular in Cambridge sports as witnessed by the attendance of the games played by the Lusitania Club. Cambridge Sports Club, etc., that the Director of Athletics study and report on the advisability of inaugurating Soccer as an integral part of the school athletic program.

On motion by Mr. Fitzgerald it was voted that the School Committee extend its special and sincere congratulations to Cambridge Safety Officers Sgt. John McCarthy and Officer Edward McNulty for their diligence and perseverence in opposing the passage of a bill in the Legislature attempting to do away with the 20 MPH speed limit within school zoned areas; and that the School Committee express its thanks to Senator Francis X. McCann for offering the motion to retain the 20 MPH speed limit in school zoned areas and following the motion through to its final adoption.

Mr. Olesen moved that the Superintendent name a committee of seven (7) to investigate and study all Cambridge elementary public schools and report to the School Committee whether all the Cambridge public elementary schools are offering similar high standards of education. This committee of seven to be named shall consist of one Assistant Superintendent, two Directors, three Headmasters Assistants, one director of elementary Education from a school system of similar character as Cambridge. Mr. Solomons objected to action at this meeting and the chairman ordered the motion placed on the "calendar".

On motion by Mr. Olesen it was voted that the Committee on Buildings & Grounds consider and report on the advisability of having Matrons in all elementary schools.

It was voted to convene in executive session.

On motion by Mr. McMahon it was voted that Anne B. Curry, teacher at the Peabody School, be granted leave of absence without loss of salary, less any amount received from insurance, because of illness from May 10 (time at which her accumulated leave expires) to the end of the school year June 1965: The rules having been suspended it was voted on the following roll-call to adopt the foregoing motion: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

A petition was received from Mae E. Sullivan, retired teacher formerly at the High and Latin School, stating that at the time of her retirement she intended to retire on a service incurred disability but had not been properly advised as to procedure and asked that the petition be reviewed by the Retirement Board. On motion by Mrs. Ackermann it was voted that the City Solicitor be asked for an opinion as to the legality of such action.

Relative to his report submitted at the last meeting concerning sick leave for permanent part-time junior clerk typists, the Superintendent stated that he would like to clarify this report by having the effective date of "each day of employment" to mean from April 20, 1965. On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation.

The Superintendent recommended that Assistant Superintendent David Hockman be granted permission to attend a national symposium on the newly enacted law "Elementary and Secondary Education Act of 1965" to be held at Washington, D.C., May 13 and 14, 1965. Mr. Olesen moved that the Superintendent of Schools be authorized to attend this symposium and that he present a full report to the School Committee. Mr. Solomons moved to amend by adding "and the Assistant Superintendent". It was then voted on the following roll-call to adopt a substitute motion by Mr. Fitzgerald that the Superintendent's recommendation be adopted: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Present". A motion to suspend the rules for the purpose of moving reconsideration was adopted. A motion to reconsider the foregoing vote hoping same would not prevail, failed of adoption.

On motion by Mr. Solomons it was voted on the following roll-call to adopt the Superintendent's recommendation that Ruth Boland, Director of the Bureau of Pupil Services be reimbursed for expenses incurred by reason of her attendance at the American Personnel and Guidance Conference at Minneapolis, Minnesota on April 10/16, in the total sum of $283.85: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent recommended that the following teachers be appointed for a period of one year from Sept. 1, 1965 at the salary stipulated, their permanent assignments to be reported at a later meeting. The chairman ordered the recommendation laid on the "calendar". On motion by Mr. Duehay it was voted on the following roll-call to suspend the rules for the purpose of taking action on the Superintendent's recommendation at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". On motion by Mr. Duehay it was then voted to adopt the Superintendent's recommendation on the election of the following teachers, with the provision that the Superintendent report their assignments at the next meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption:

PROVISIONAL

School	Name of Teacher	Rank	Salary	To Take Effect
	Marjorie S. Copaken	Teacher (Kdg.)	$5700.00	September 1, 1965
	Leslie E. Dunn	Teacher (Kdg.)	$5300.00	September 1, 1965
	Joyce Ann Hernquist	Teacher (Kdg.)	$5300.00	September 1, 1965
	Joanne H. Katz	Teacher (Kdg.)	$5300.00	September 1, 1965
	Maris Kleinman	Teacher (Kdg.)	$5300.00	September 1, 1965
	Janne P. Pontius	Teacher (Kdg.)	$5300.00	September 1, 1965
	Dorothea M. Schmidt	Teacher (Kdg.)	$5300.00	September 1, 1965
	Maureen Allenberg	Teacher (Prim.)	$5300.00	September 1, 1965
	Camille M. Bonacci	Teacher (Prim.)	$5300.00	September 1, 1965
	Judith S. Bradbury	Teacher (Prim.)	$5300.00	September 1, 1965
	June D. Carroccia	Teacher (Prim.)	$5300.00	September 1, 1965
	Janice G. Devlin	Teacher (Prim.)	$5300.00	September 1, 1965
	Susan J. Durfee	Teacher (Prim.)	$5300.00	September 1, 1965
	Anita Enberg	Teacher (Prim.)	$5300.00	September 1, 1965
	Rosalind L. Gray	Teacher (Prim.)	$5300.00	September 1, 1965
	Sydney Green	Teacher (Prim.)	$5300.00	September 1, 1965
	Martha S. Grossman	Teacher (Prim.)	$5300.00	September 1, 1965
	Lee-Ann Higgins	Teacher (Prim.)	$5300.00	September 1, 1965
	Patricia A. McElroy	Teacher (Prim.)	$5300.00	September 1, 1965
	Katherine D. Melnick	Teacher (Prim.)	$5700.00	September 1, 1965
	Gaille C. Perduyn	Teacher (Prim.)	$5300.00	September 1, 1965
	Norma M. DeThomasis	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Ruth M. Kiely	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Elizabeth A. MacDonald	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Leslie S. Oliver	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Beverly A. Siskind	Teacher (Gr 4-8)	$5300.00	September 1, 1965

School	Name of Teacher	Rank	Salary	To Take Effect
	Margaret M. McLaughlin	Teacher (Special Class)	$5800.00	September 1, 1965
	Donna E. Olson	Teacher (Special Class)	$5800.00	September 1, 1965
	Joanna F. Regione	Teacher (Special Class)	$5800.00	September 1, 1965
	Susan R. Scott	Teacher (Speech and Hearing)	$6200.00	September 1, 1965
	Stacy A. Wilks	Teacher (Physical Education)	$5700.00	September 1, 1965
	Kathleen Spang	Teacher (Home Economics)	$5300.00	September 1, 1965
	Janice A. Stevens	Teacher (Home Economics)	$5300.00	September 1, 1965
	William Quirk	Teacher-High (Mathematics)	$5300.00	September 1, 1965
	Henry L. Bromberg	Teacher-High (English)	$5700.00	September 1, 1965
	Laura N. Goodman	Teacher-High (Physics-Chemistry)	$5300.00	September 1, 1965
	Robert D. Rogland	Teacher-High (Physics-Chemistry)	$5700.00	September 1, 1965
	Linda E. Goodman	Teacher-High (Modern Language)	$5700.00	September 1, 1965
	Christine Nicolo	Teacher-High (Business Education)	$5300.00	September 1, 1965
	Dorothy M. Shea	Teacher-High (Business Education)	$5300.00	September 1, 1965

PERMANENT May 4, 1965

School	Name of Teacher	Rank	Salary	To Take Effect
	Arlene S. Brown	Teacher (Kdg.)	$5300.00	September 1, 1965
	Leslie J. Ramler	**Teacher (Kdg.)**	**$5500.00**	**September 1, 1965**
	Jo Eager	Teacher (Prim.)	$5300.00	September 1, 1965
	Mary E. McCabe	Teacher (Prim.)	$5300.00	September 1, 1965
	Mary C. Murphy	Teacher (Prim.)	$5300.00	September 1, 1965
	Lorraine M. Verrier	Teacher (Prim.)	$5300.00	September 1, 1965
	Mary J. Tansey	Teacher (Prim.)	$5300.00	September 1, 1965
	Louise S. Adelman	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Jean Au Young	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Alexandra Normile	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Kathleen Dias	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Rosalind A. Volpe	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Judith A. McDonald	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Joan M. Serino	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Evelyn C. Geisinger	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Barbara J. Van Dell	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	David F. Goodwin	Teacher (Gr 4-8)	$5300.00	September 1, 1965
	Thomas F. McCarron	Teacher (Gr 4-8)	$5700.00	September 1, 1965
	Eleanor G. Winer	Teacher (Remedial Reading)	$5700.00	September 1, 1965
	Norman D. Bond	Teacher (Special Class)	$5700.00	September 1, 1965
	Helene L. Rosenstein	Teacher (Elem. French)	$5500.00	September 1, 1965
Cambridge High and Latin	Janet B. Rife	Teacher (Business Education)	$5300.00	September 1, 1965
	Adaria R. Debenham	Teacher (English)	$5300.00	September 1, 1965
	Leslie S. Mould	Teacher (English)	$5300.00	September 1, 1965
Rindge Tech.	Michael P. O'Leary	Teacher (English)	$5300.00	September 1, 1965
Vocational School For Boys	Edward Correira	Teacher (Printing)	$5300.00	September 1, 1965

The Superintendent presented a report from the Director of Physical Education and Athletic Activities concerning certain medical bills incurred by reason of accident to school boy athletics. On motion by Mr. Fitzgerald it was voted that this matter be laid on the table.

On motion by Mr. Duehay it was voted to convene in regular session.

On motion by Mr. Duehay it was voted that the votes taken in executive session be ratified and affirmed.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, May 18, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Duehay it was voted that the minutes of the meeting of May 4, 1965 be approved as presented.

On motion by Mrs. Ackermann it was voted to note in the minutes that postcards had been received from all of the members of the High & Latin School Drama Club who participated in the Drama Festival at Bangor, Maine, thanking the School Committee for affording them the opportunity to attend this Festival.

On motion by Mr. Olesen it was voted to note in the minutes that Grace C. Brogan, teacher of corrective speech in the Bureau of Pupil Services, Cambridge School Department, has presented her check in the sum of $1,422.00 as a refund of salary paid her for leave of absence because of accident; and, further, that Miss Brogan be commended for her high degree of honesty and integrity.

On motion by Mr. Olesen it was voted to place on file a communication from the Bicycle Safety Contest Committee, sponsored by the Cambridge Junior Chamber of Commerce, relative to the annual Bicycle Safety Contest.

On motion by Mr. Solomons it was voted to make part of the minutes the following communication received from the Cambridge Department of Public Health.

May 5, 1965

Honorable Edward A. Crane
Chairman, Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mayor Crane:

Your Health Department shares your concern for the well-being of the children of Cambridge. We want to take advantage of every advance in medicine to prevent illness and suffering.

We agree that now, because there is available an effective and relatively safe vaccine to prevent the "real measles" (as opposed to other illnesses with rashes), we should use it. We urge every young person who has not yet had the real measles be inoculated.

We are also concerned with the adult. When he gets measles he becomes markedly ill.

At the other end of the age spectrum, children under age 2 or 3 can be seriously ill with measles. The in-between, the child of school age, seems to fare better. If we use the mortality figures to indicate the degree of severity of illness with measles, then we note that in 1962 there were 408 deaths from measles in this country. The age breakdown is revealing. 70% of the deaths occurred in children under 5 years of age as opposed to 22% among youngsters 5-19 years of age. And consider the total number of children in these groups — there are 3 times as many school children as there are children under 5 years of age.

Reports are accumulating that a small proportion of children are getting feverish reactions to this measles vaccine. For this reason it is advisable that the doctor know about the child's sensitivity to egg, his susceptibility to convulsions, and that he is well at the time of measles vaccination.

There is no question that the highest priority of action must be where the danger is greatest — among children under 5 years of age. We plan, therefore, to start immunizing these children first. As you pointed out in your letter, the vaccine is, at present, relatively expensive. For this reason the Health Department will start with those children whose families are financially disadvantaged. This means that we shall start with the children who attend our well child conferences. The Department will have to ask for an additional appropriation with which to buy the vaccine.

We are already doing much to prevent accidents, poor nutrition, whooping cough, diphtheria, tetanus, polio and smallpox. I know that you are happy that the prevention of measles can be added to this list.

Once we have taken care of the preschool child, we can go on to the next priority. I shall keep you informed.

Thank you for your interest and help.

Sincerely,
Benjamin Sachs, M.D., M.P.H.
Health Commissioner

On motion by Mr. Fitzgerald it was voted to accept an invitation extended by the Committee on Urban Education to attend a conference the theme of which is "The Classroom: A Path to Cultural and Racial Unity" to be held at Boston College School of Education on Saturday, May 22, 1965 and that any member wishing to attend may do so.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent presented the resignation of Diane Bielawa, teacher at the Thorndike School, effective June 4, 1965. On motion by Mr. Solomons it was voted to accept the resignation.

The chairman ordered placed on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY RINEHART WINSTON
Die Mittelstufe, by von Hofe

PUBLISHED BY D. C. HEATH CO.
Wir Spielen Theater, by Williamson

PUBLISHED BY GINN & CO.
Lecturas Y Leyendas, by Kent

PUBLISHED BY HARCOURT BRACE & WORLD
A-LM German Level One

On motion by Mr. Fitzgerald it was voted to make part of the minutes the following communication from Raymond G. D'Arcy, newly appointed headmaster of High & Latin School:

John M. Tobin, Supt.
Cambridge School Department
Cambridge, Mass.

Dear Mr. Tobin:

I wish to express to you and to the members of the School Committee my gratitude for my appointment as Headmaster of the Cambridge High and Latin School. You may be assured that I will do my utmost to maintain the proud traditions of this excellent school.

From my brief observations during recent visits I realize the complexities of the task ahead and the sensitivity of this important administrative position. It will be my constant endeavor to exert the proper professional leadership in order to bring credit to the school and the community.

Please accept my appreciation for the confidence you have placed in me.

Very truly yours,
RAYMOND G. D'ARCY

On motion by Mr. Olesen it was voted on the following roll-call to adopt the Superintendent's recommendation that Paul E. Lyons, teacher at the High & Latin School, be granted leave of absence without loss of salary from June 18, 1965 to the close of school in June 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mrs. Ackermann it was voted that the Superintendent investigate the various Student Accident Insurance plans and present his recommendation for award.

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation that the School Committee accept the declination of the following persons who had been recommended for appointment as teachers:

Jo Eager
June D. Carroccia
Susan R. Scott
Janice A. Stevens
Norman Bond
Gaille C. Perduyn
Kathleen Spang
Joanne Katz

The Superintendent reported the assignment of the following persons appointed as teachers at the meeting of May 4, 1965; as follows:

ASSIGNMENTS OF PROVISIONAL TEACHERS

Name	School	Grade
Marjorie S. Copaken	M. E. Fitzgerald	Kindergarten
Leslie E. Dunn	Haggerty	Kindergarten
Joyce Ann Herquist	Agassiz	Kindergarten
Maris Kleinman	Longfellow	Kindergarten
Janne P. Pontius	Webster	Kindergarten
Dorothea M. Schmidt	Roberts	Kindergarten
Maureen Allenberg	Houghton	I
Camille M. Bonacci	Longfellow	I
Judith S. Bradbury	Morse	I
Janice G. Devlin	M. E. Fitzgerald	II
Susan J. Durfee	Peabody	I
Anita Enberg	Roberts	III
Rosalind L. Gray	M. E. Fitzgerald	III
Sydney Green	Peabody	II
Martha S. Grossman	Webster	III
Lee-Ann Higgins	Houghton	II
Patricia A. McElroy	Roberts	I
Katherine D. Melnick	Houghton	III
Norma M. DeThomasis	Roberts	VI
Ruth M. Kiely	Houghton	V
Elizabeth A. MacDonald	Russell	VI
Leslie S. Oliver	Harrington	VII
Beverly A. Siskind	Harrington	VI
Margaret M. McLaughlin	Roberts	Sub Special
Donna E. Olson	Fletcher	Special
Joanna F. Regione	Harrington	Special
Stacy A. Wilks	High & Latin	Physical Education
Henry L. Bromberg	Rindge	English
William Quirk	Rindge	Mathematics
Laura H. Goodman	High & Latin	Physics - Chemistry
Robert D. Rogland	Rindge	Physics - Chemistry
Linda E. Goodman	High & Latin	Modern Language
Christine Nicolo	High & Latin	Business Education
Dorothy M. Shea	High & Latin	Business Education

May 18, 1965

ASSIGNMENTS OF PERMANENT TEACHERS

NAME	SCHOOL	GRADE
Arlene S. Brown	Fletcher	Kindergarten
Leslie J. Ramler	Roberts	Kindergarten
Primary		
Mary E. McCabe	Russell	III
Mary C. Murphy	Webster	III
Lorraine M. Verrier	Fletcher	II
Mary J. Tansey	Abraham Lincoln	III
Grades 4 - 8		
Louise S. Adelman	Webster	IV
Jean Au Young	Houghton	IV
Alexandra Normile	Thorndike	V
Kathleen Dias	Fletcher	VII
Rosalind A. Volpe	Fletcher	IV
Judith A. McDonald	Russell	VI
Joan M. Serino	Russell	IV
Evelyn C. Geisinger	Morse	V
Barbara J. Van Dell	Morse	V
David F. Goodwin	Morse	VIII
Thomas F. McCarron	Webster	VIII
Remedial Reading		
Eleanor G. Winer	Roberts	Remedial Reading
French - Elementary		
Helene L. Rosenstein	Travel	French
High School		
Business Education		
Janet B. Rife	High & Latin	Business Education
English		
Adaria R. Deberham	High & Latin	English
Leslie S. Mould	High & Latin	English
Michael P. O'Leary	Rindge	English
Vocational School For Boys		
Edward Correia	Boys Vocational	Printing

On motion by Mrs. Ackermann it was voted to refer to the Superintendent with power, a communication from Mrs. Melba Coolidge relative to presenting concerts in the public schools, and that the Superintendent report to the committee whatever action he takes.

There being no objection the chairman ordered placed on the 'calendar' bids received for furnishing paper and general school supplies and for bus transportation.

The chairman stated that the Superintendent has asked him to announce that an article has appeared in the afternoon newspapers that the Federal government has made available a grant for project "Headstart" under the Economic Opportunity Committee to provide for 570 children in twenty-one centers and the amount of the grant is $75,362.00.

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of May 4, 1965.

Question came on the revised agreement form presented by the Cambridge Teachers Association relative to professional procedures and a motion that the Superintendent meet with representatives of the Cambridge Teachers' Association concerning this agreement Miss Marie McCabe, secretary of the Cambridge Teachers Association appeared and explained in detail the proposed agreement. Mrs. Ackermann moved adoption of the Superintendent's recommendation that this agreement, set forth in detail below, be approved. It was voted to adopt an amendment by Mr. Duehay "that the approval of the agreement be contingent upon ratification of the Agreement by a majority of all the teachers in the Cambridge School System." On the following roll-call it was then voted to adopt the motion as amended "that the proposed revised agreement between the Cambridge Teachers Association and the Cambridge School Committee, set forth in detail below, relative to professional procedures, be approved, provided that said approval shall be contingent upon the ratification of the Agreement by a majority of all of the teachers in the Cambridge School System": Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald voting "Nay":

AGREEMENT FOR RECOGNITION AND PROFESSIONAL PROCEDURES

I. RECOGNITION

The School Committee of Cambridge, Mass., herinafter referred to as the Committee, recognizes that teaching is a profession. The Committee recognizes the Cambridge Teachers Association as representative of the majority of the professional personnel employed, or to be employed by the Committee and designates the Association to be such by written notice to both parties to this agreement.

The Association recognizes the Committee as the elected representative of the people of Cambridge as the employer of the professional personnel of the City of Cambridge, with the final responsibility of establishing policies. The Association recognizes the Superintendent of Schools as the chief administrative officer of the Committee and professional leader of the staff, with the responsibility of carrying out the policies established.

The participating parties will meet upon the written request of either one of them after the following procedures have been completed.

a. The representatives of the Administration and a committee of the Cambridge Teachers Association will meet first with the Superintendent or his representatives and discuss policies affecting professional services of teachers, including curriculum planning, salaries, and other conditions of work.

b. The Superintendent of Schools will report his recommendations to the Cambridge Teachers Association within a reasonable length of time.

c. If matters have not been solved mutually and satisfactorily within a reasonable period of time following the written report of the Superintendent then either party to this agreement may request that the matter be further discussed in the manner described below.

II. PROCEDURES

Requests for meetings by parties to this agreement shall be channeled through the Superintendent. The party requesting the meeting shall provide for the other party at the time of the request a written summary detailing elements of the problem. A mutually convenient meeting date shall be set within fifteen days of the date of request.

III. AGREEMENT

When matters agreed upon are accepted by the School Committee, the written decision shall be inserted or appended to the policies of the School Committee. The agreement shall not discriminate against any member of the professional staff regardless of membership or non-membership in the Cambridge Teachers Association. The Cambridge Teachers Association recognizes the School Committee as the final authority in all matters.

President, Teachers Association

Chairman, School Committee

Question came on a motion presented by Mrs. Ackermann at the meeting of April 20, 1965 "that Whereas the School Building Advisory Committee has sent the School Committee a draft of an excellent long range report on school buildings; and Whereas this report contains specific proposals to provide equal modern educational, recreational and hot lunch facilities within three years for every elementary school except Fletcher, Agassiz and Lincoln; and Whereas, no clear building plan can be made for the Fletcher School until the question of the Inner Belt Route is firmly decided, therefore be it Ordered that the School Committee, for the time being, refer to the Superintendent the problem of providing equal opportunities as well as possible for the children now attending Fletcher School, and respectfully invites the chairman of the School Building Advisory Committee, Mr. Harding U. Greene, to come to an executive session at the next meeting of the School Committee to discuss the most appropriate method of formulating a plan to provide equal facilities for the children now attending Agassiz and Lincoln School" and a proposed amendment to this motion, presented by Mrs. Ackermann at the meeting of May 4, 1965 by striking out the section relating to inviting the chairman of the School Building Advisory Committee to attend the next meeting and inserting in place thereof the following: "that the Superintendent be requested to have Mr. Conley confer with the City Planner and prepare by June 1 a plan to provide modern educational, recreational and hot lunch facilities, in Kindergarten through 8th grade schools, for the children now attending Agassiz and Lincoln Schools, together with a tentative date for such a plan to be enacted." It was voted to adopt the amendment. It was then voted to adopt the motion as amended that —

WHEREAS: The School Building Advisory Committee has sent the School Committee a draft of an excellent long-range report on school buildings, and WHEREAS: This report contains specific proposals to provide equal modern education, recreational, and hot lunch facilities within three years for every elementary school except Fletcher, Agassiz and Lincoln; and

WHEREAS: No clear building plans can be made for the Fletcher School until the questions of the Inner Belt Route is firmly decided

therefore be it

ORDERED: That the School Committee, for the time being, refer to the Superintendent the problem of providing equal opportunities as well as possible for the children now attending Fletcher School, and, further, that the Superintendent be requested to have Assistant Superintendent Conley confer with the City Planner and prepare, by June 1, a plan to provide modern educational, recreational and hot lunch facilities, in kindergarten through 8th grade schools, for the children now attending Agassiz and Lincoln Schools together with a tentative date for such a plan to be enacted.

The rules having been suspended a motion by Mrs. Ackermann to reconsider the vote adopting the foregoing order, hoping same would not prevail, failed of adoption.

Question came on a motion presented by Mr. Olesen at the meeting of May 4, 1965 that the Superintendent name a committee of seven (7) to investigate and study all Cambridge elementary public schools and report to the School Committee whether all the Cambridge public elementary schools are offering similar high standards of education. This committee of seven to be named shall consist of one Assistant Superintendent, two Directors, three Headmaster's Assistants, one Director of elementary education from a school system of similar character as Cambridge. On the following roll-call the motion failed of adoption: Mrs. Ackermann and Mr. Olesen voting "Yea"; Mr. Duchay, Mr. Fitzgerald, Mr.McMahon, Mr. Solomons and Mayor Crane voting "Nay".

Tabled Matters:

On motion by Mr. Fitzgerald it was voted to take from the table the motion "that any list established as the result of an examination prior to this date, and any list established as the result of an examination henceforth, shall remain in existence for a period of three years from the date of examination." On motion by Mr. Fitzgerald it was voted that this motion be given leave to withdraw.

On motion by Mr. Fitzgerald it was voted to take from the table the motion "that the proposed new combined Russell-Haggerty School be named the John F. Kennedy School in honor of our late President John F. Kennedy, a native son of Massachusetts who served his State and his Country magnificiently in war and peace." On motion by Mr. Olesen it was voted that the motion be referred to the Superintendent for report.

Awaiting Report:

Conforming to an order that he survey and report on all Cambridge public schools according to criteria suggested by Commissioner of Education Owen B. Kiernan's 10-point program, the Superintendent presented a detailed comprehensive report. On motion by Mr. Solomons it was voted that the committee acknowledge receipt of this thoughtful and exhaustive report and place same on file. It was voted to refer to the Superintendent for appropriate action the following statement by Mrs. Ackermann:

> The Superintendent's excellent report, like many good reports, raises further questions, and the Superintendent is requested to answer the following relevant questions as soon as possible and consider including the answers in his report:
>
> Page 3: How are the academically talented selected in 5th grade? What is school policy with regard to finding children in grades 6 through 11 who would benefit from a more demanding "track" and in making such placements?
>
> Page 5: Does the Superintendent plan a pilot project in ungraded or team teaching? When?
>
> Page 7: Does the Superintendent consider our health services inadequate? Is there any action the School Committee should take on this
>
> Attachment 3: What other method of teaching French is used in our elementary schools? How do the children taught by the two methods compare when they reach high school?
>
> Attachment 11: The 8th grade statistics for Harrington and Peabody apparently do not include the academically talented children. What are the IQ and Achievement averages for these children?
>
> Attachment 13: These dropouts are computed on a one year basis. That is; they only include students who have started the school year. What would be our drop out rate on a four year basis? That is, approximately how many of those who start 9th grade eventually get a high school degree?

NEW BUSINESS

On motion by Mrs. Ackermann it was voted that the Superintendent prepare for the next meeting a statement of school policy with regard to placement of students transferring from other school systems.

On motion offered jointly by Mrs. Ackermann and Mr. Solomons it was voted that the Superintendent be requested to have drawn up by the second meeting in September an analysis of the cost of expanding our orchestra program into all elementary schools, including (a) necessary new personnel; (b) providing and maintaining instruments for all orchestras; (c) providing for individual lessons for serious music students; (d) any other related costs.

On motion by Mrs. Ackermann is was voted that the School Committee extend its congratulations to the Director of Music and his staff and the music students in the elementary and secondary schools who took part in the delightful concert on May 14, 1965.

On motion by Mr. Olesen it was voted that the City Manager be requested to appear at the meeting of the School Committee scheduled for June 1, 1965 for the purpose of informing the School Committee as to the progress of the proposed three new schools.

On motion by Mr. Olesen it was voted that the School Committee extend its congratulations to Martin Grey, student at the High & Latin School, for his achievement in coming in second in the State Science Fair conducted by the Boston Globe.

On motion by Mr. Duehay it was voted that the Superintendent of Schools report to the Committee on Buildings & Grounds by its next meeting whether it would be desirable to begin immediately to refurbish the Kelly School insomuch as space will be needed next fall to continue preschool operations started this summer under the direction of the Economic Opportunity Committee.

On motion by Mr. Duehay it was voted that the Superintendent of Schools recommend to the School Committee at its next meeting appropriate action so that the duties of social studies department head at High & Latin School and Assistant Headmaster at High & Latin School will be carried on during the 1965-66 school year and, further, that the Superintendent recommend to the School Committee when examinations should be ordered for these positions.

There being no objection the chairman ordered placed on the 'calendar' the following motion offered by Mr. Duehay:

The School Committee, having taken into account the recommendations of the School Building Advisory Committee, a copy of which is enclosed herewith, hereby transmits its capital building program for the next five years as requested by the City Council, to the City Manager, the City Council, and the Planning Board. The School Committee feels this plan reflects the minimum school construction needs over the next 5 years to relieve and anticipate overcrowding and to provide all the school children of Cambridge with the facilities necessary for a modern educational program. The School Committee respectfully requests prompt implementation of this program. The plan does not include the replacement of the Fletcher School, a decision which this Committee feels has very high priority but which must await a final decision on the planning of the Inner Belt.

Project	Year Project To Start	Year Architect Appointed	Date of Beginning Construc.	Date of Completing Construc.
1. new Putnam-Thorndike School	1965	1965	1966	1967
2. new Russell-Haggerty School	1965	1965	1966	1967
3. new Houghton School	1965	1965	1966	1967
4. replacement of old wing at CHLS or new high school	1966	1965	1967	1967
5. additions to Webster, Roberts, Longfellow Schools	1966	1966	1967	1968
6. new Agassiz School (closing of Lincoln, creation of new district)	1967	1967	1968	1969
7. 8 room addition at M.E. Fitzgerald School	1967	1967	1968	1969
8. Refurbishing of Lincoln for School Dept. offices and	1969	1969	1970	1970

Copies of this motion shall ben sent to the City Council, the City Manager, and the Planning Board.

Mr. Olesen moved that the School Committee inquire of the Department of Health, Education and Welfare and with Tufts University as to why Cambridge was limited to one teacher being accepted in "A Summer Institute for Teachers of Disadvantaged Youth", to be held for teachers in the Boston Metropolitan area. The chairman ordered the motion placed on the 'calendar'.

On motion by Mr. Solomons it was voted to convene in executive session.

EXECUTIVE SESSION

The Superintendent presented a petition from Mrs. Clare Fallon O'Connor, formerly a teacher in the Cambridge School Department, requesting that she be reinstated as a teacher. A motion by Mr. Fitzgerald to suspend the rules relating to examination of teachers for the purpose of taking action on the petition, failed of adoption on the following roll-call, (suspension of rules requiring five votes): Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mayor Crane voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons voting "Nay". Mrs. Ackermann moved that Assistant Superintendent of Schools, Edward Conley, shall advise Mrs. Claire Fallon O'Connor that the Board of Examiners will rate her forthwith and prior to taking the National Teachers' Examination in July; and that the Board of Examiners will make recommendation concerning Mrs. O'Conno's application prior to the opening of schools in September 1965. On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of taking action on her motion at this meeting. It was then voted to adopt the motion.

On motion by Mrs. Ackermann it was voted to refer to the Superintendent for report in executive session, a communication from Joseph G. McKenna, Headmaster's Assistant (Science) at High & Latin School requesting a review of his ratings during Mr. Sheehan's term as Headmaster.

The Superintendent recommended that Assistant Superintendent of Schools David Hockman be reimbursed for expenses incurred by reason of his attendance at the Conference on Elementary and Secondary Education Act of 1965 conducted by the American Association of School Administrators in Washington, D. C., on May 13 and 14, 1965 in the total amount of $106.48. On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that Gunnar E. Haugh be appointed clerk in the summer school being conducted at High & Latin School to fill the vacancy caused by the resignation of Albert Brooks: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. McMahon it was voted to accept the resignation of Irene V. DeMilia as junior clerk-typist in the Cambridge School Department effective May 14, 1965.

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that civil service be requisitioned for a list of persons eligible to fill one position of junior clerk-stenographer.

On motion by Mr. McMahon it was voted to adopt a recommendation of the Director of Physical Education and Athletic activities, concurred in by the Superintendent, that Joseph A. Colannino, teacher at the Morse School, be appointed football coach for the elementary school football league, to fill the vacancy caused by the resignation of Paul Mahoney. Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion to reconsider the foregoing vote, failed of adoption.

A communication was received from the chairman of the Board of Examiners, Mr. Edward A. Conley, advising that a candidate who has been recommended by the Board of Examiners on May 4, 1965 and subsequently appointed by The School Committee was not in the upper quartile of her class as required by the rules and therefore did not qualify under the rules for appointment. The Superintendent recommended that the School Committee rescind its action in appointing Joanne Katz as a teacher. On motion by Mr. Fitzgerald it was then voted that the school committee action in appointing Joanne Katz as a teacher at the meeting of May 4, 1965 be and the same hereby is rescinded.

It was voted to convene in regular session.

On motion by Mr. Fitzgerald it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, June 1, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mr. Solomons.

Vice-Chairman Solomons in the chair.

It was voted to suspend the regular order of business for the purpose of hearing the City Manager. The City Manager appeared and discussed at length the matter of selecting architects for the proposed new school buildings. At the conclusion of the hearing the committee expressed their thanks to the City Manager for appearing at the meeting.

On motion by Mrs. Ackermann it was voted to convene in executive session.

The Superintendent recommended that Richard T. Colgan, 24 Seneca Street, Warwick, Rhode Island, be elected to the position of Asst. Director in Charge of Guidance and assigned to the Bureau of Pupil Services. Mr. Colgan appeared before the committee and discussed his qualifications. At the conclusion of the hearing the chairman ordered the Superintendent's recommendation placed on the 'calendar'.

It was voted to reconvene in regular session.

It was voted to resume the regular order of business.

On motion by Mr. Duehay it was voted to approve the minutes of the meeting of May 18, 1965 as presented.

On motion by Mr. Olesen it was voted to refer to the Committee on Buildings and Grounds a communication received from Mr. Francis M. Whelan of 237 Norfolk Street, Cambridge, Mass., requesting that the fence which separates his property and the Fletcher School property be moved in order to enable him to straighten out the line.

A communication was received from John W. Noble, head coach of football at High & Latin School requesting additional coaching personnel. On motion by Mr. Duehay it was voted to adopt a recommendation of the Superintendent that this matter be referred to the Director of Athletics for report at the next meeting.

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent presented the resignation of Eileen C. Dorchak, teacher at the Haggerty School for the past two years, effective May 31, 1965. On motion by Mr. Fitzgerald it was voted to accept the resignation.

The Superintendent regretfully reported the death, on May 29, 1965 of Eugene M. Fitzgerald, a teacher in the Cambridge school system for thirty-three years and for the past seventeen years Head of the English Department at Rindge Technical School. The Superintendent stated that he was a faithful, sincere and conscientious teacher and his loss will be a great one to the school system of Cambridge. On motion by Mr. Fitzgerald it was voted that the School Committee express to Mrs. Fitzgerald their sincere sorrow upon learning of his death.

On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation that the School Committee accept with sincere thanks an offer from Luberta Clauss Shea of an annual award for a member of the graduating class of Rindge Technical School in memory of her late husband, Edward J. Shea, an alumnus of Rindge Technical School, said award being described in detail in a communication from Mrs. Shea dated May 27, 1965; and, further that the School Committee extend to Mrs. Shea their sincere appreciation for her generosity and fine civic spirit.

REPORTS OF COMMITTEES

On motion by Mr. Fitzgerald it was voted on the following roll-call to approve the report of the Committee on Buildings & Grounds, as set forth in detail below, and adopt the recommendations contained therein: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, and Vice-Chairman Solomons voting "Yea". Mayor Crane "Absent".

COMMITTEE ON BUILDINGS & GROUNDS

(Meeting of June 1, 1965)

Present: Mr. Fitzgerald, Chairman; Mr. Duehay and Mr. Solomons.

It was voted to request the Superintendent to study and report on the present situation concerning the position of School Matron and report to this committee, including in his report a statement as to whether or not additional matrons are required.

It was voted to recommend adoption of the reports and recommendations submitted by the Superintendent concerning (1) the refurbishing of the Kelley School for the Economic Opportunity Act Program and (2) a report on the organization of the Haggerty School effective Sept. 1, 1965, both reports being set forth in detail below:

May 26, 1965

To: **The Committee on Buildings and Grounds**

Refurbishing of the Kelley School for
Economic Opportunity Act Programs

The use of the Kelley School as a center for Economic Opportunity Act Programs during the months regular school sessions are held poses these disadvantages:

(a) The Act proposes the involvement to the greatest extent possible of not only the children but of their parents.

(b) Of the funds available for the program, certain percentages would have to be diverted for transportation for both children and parents.

(c) For the safety of children in the pre school program it would seem best to use only the first floor which would provide but six rooms.

(d) For other programs under consideration such as basic education classes, home maker classes, after school study centers;

  (1) Basic education classes for adults seem to fit more logically into an extension of our present adult education classes.

  (2) Home maker classes will require special equipment already available in our home economics rooms.

  (3) After school study centers will best serve the needs of students if they could be established as neighborhood centers.

(e) During the regular school year it is proposed that pre school classes be held two afternoons each week and on Saturdays when our kindergartens are not in use. These same buildings would serve as after school study centers and if necessary for home maker classes in the Home Economics Rooms.

(f) Refurbishing and re-equipping of the Kelley School to provide one center for all presently anticipated programs would involve a considerable outlay of money which would not be subject to reimbursement under the Act.

JOHN M. TOBIN
Superintendent of Schools

May 26, 1965

The following letter has been referred by the School Committee to the Superintendent for study and report.

DANIEL A. HAGGERTY SCHOOL
Parent Teacher Association
110 Cushing Street
Cambridge, Massachusetts

April 8, 1965

To the Building and Grounds Committee
James Fitzgerald, Ch.

It has come to the attention of the Haggerty P.T.A. that our present facilities are inadequate and need attention before next September when school opens. We would like to recommend these improvements be considered:

1. Three new classrooms to house the projected enlarged third, fourth and fifth grades. It has been suggested that the auditorium be partitioned to achieve this.
2. A library with books and a librarian.
3. A science room with facilities and teacher. This could perhaps be placed in the infrequently used shower room in the basement and shared with Russell School.

We would appreciate your thorough investigation and implementation of these items.

Anne H. Bricker, Pres.

Enrollment projection for September 1965 indicates a space problem at the Haggerty School. This school year (1964-1965) there are 2 kindergartens each with 30 pupils; 2 grade one each with 22; 2 grade two each with 17; one grade three with 31 and a combined grade 3-4 each with 9 students; and one of each other grade.

grade 4 — 30 pupils
grade 5 — 30 pupils
grade 6 — 22 pupils
grade 7 — 28 pupils
grade 8 — 26 pupils

The combined grade is housed in the auditorium. Children were selected for this class by choosing 10 bright stable youngsters from grade 3 and similarly 10 from grade 4. By every educational criteria this was the logical solution at that time.

For September 1965 the projected enrollment in critical grades will be.

34 in grade 3
40 in grade 4
40 in grade 5

Unfortunately the children in grades 4 & 5 in September 1965 who should be selected for a combined grade 4-5 will be the same youngsters who were in the split-grade this present school year. It would be a matter of concern if they were to be selected again. To select others, however, would create educational problems for these are the average youngsters who generally are not selected for combined grades.

Recommendations

Haggerty School
Russell School
Sept. 1965

1. Transfer grades 7 & 8 to Russell School.

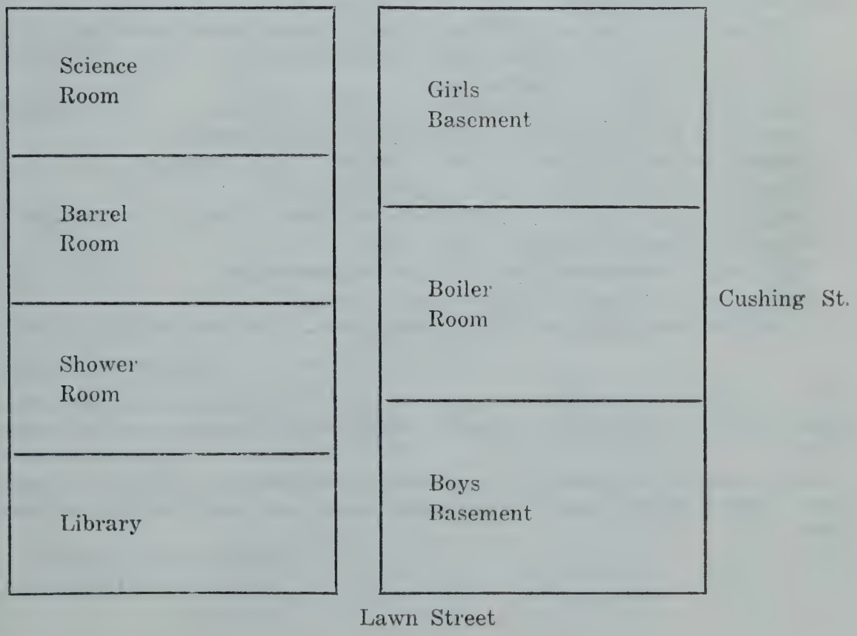
This transfer would be in keeping with the recent action of the School Committee in combining the two schools, a transitional phase. The Russell School can absorb the pupils, 22 for grade 7, 28 for grade 8 by re-establishing a second grade 7. The Russell School would thus have 2 of each grade. This can be done by converting a room presently used as a TV room into a classroom.

It would be necessary to purchase 2 additional TV sets for the Russell School to allow a set for each floor.

The Haggerty School

The transfer of grades 7 & 8 would allow the creation of a library and a science room in the ground level rooms.

The ground level would thus be:



The science room and the library would require tile floors and flourescent lighting. Equipment purchased, furniture, tables, shelving, etc., would ultimately be used in the new combined school. Thus, the expenditure would be prudent.

The first floor would remain unchanged — the kindergarten with two teachers, two first, two second, and one third grade.

The second floor under this proposal would have the following setup. The present rooms (7 and 8) which have been the seventh and eighth grade would be in September, 2 grade four rooms; grades five and six would remain the same.

There would not be a permanent class in the auditorium. It would be possible, however, to use a section of the auditorium for remedial reading and small group instruction.

The fifth grade could still be a problem if present enrollment projections hold, 39 students. A possible solution would be to assign a substitute teacher to assist the regular teacher. Under the direction of the regular teacher the substitute could take small groups into the remedial area of the auditorium or to the library room.

The Superintendent believes that this plan, even if transitional and temporary offers the best opportunity for maximum educational progress for the children of the Haggerty School for 1965 - 1966.

JOHN M. TOBIN
Superintendent of Schools

It was voted to recommend adoption of the Chief Custodian's recommendation that contracts for various jobs be awarded as follows, they being the low bidder in each instance:

Removal & Replacement of Floor, High & Latin, Boy's Cafeteria Charles J. Lavoi, 191 Pemberton St., Cambridge	$8,511.00
Installation of Floors, High & Latin M. Frank Higgins Co., Inc., 20-24 East St., Boston	$4,745.00
Removal & Replacements of Skylights, Harrington School Thomas Mullane & Sons, Inc. 187 Hampshire St., Cambridge	$2,700.00
Interior Painting, High & Latin, Boy's Cafeteria: John W. Egan Co., Inc., 21 Pleasant St., Newton Centre	$1,568.00
Cleaning Windows—Rindge Tech. School Middlesex Cleaning, Inc. 280 Franklin St., Cambridge	$ 798.00
Emergency Lighting Storage Battery—Rindge Tech School Gould National Batteries, Inc. 63 Fourth Ave., Needham Heights	$3,738.00
Total	$22,060.00

Your committee wishes to report that new aluminum doors have been installed at the High & Latin School to replace the old wooden doors damaged by fire.

Your committee reports that the work of rehabilitating the shower rooms at the Roberts School is progressing speedily and the work will be completed shortly.

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Olesen it was voted to adopt the text books recommended by the Superintendent at the meeting of May 18, 1965.

On motion by Mrs. Ackermann it was voted on the following roll-call to award contracts for furnishing paper and general school supplies as set forth below: Mrs. Ackermann, Mr. Duchay, Mr. Fitzgerald, Mr. Olesen, Vice-Chairman Solomons voting "Yea"; Mr. McMahon and Mayor Crane "Absent".

RECOMMENDATIONS FOR AWARDS ON PAPER AND GENERAL SCHOOL SUPPLIES
BASED ON PROPOSALS RECEIVED MAY 17, 1965

Item No.	Quantity	Item	Recommended Bidder	Unit Price	Total Cost
1.	6M reams	White Letter ½ Paper - 8x10½	Hammett	.55	3300.00
2.	500 reams	Spelling Slips - 10½x2¾	Hammett	.19	95.00
3.	1500 reams	Manila Paper - unruled 8½x11	Hammett	.39	585.00
4.	1800 reams	Manila Paper - ruled 8½x11	Hammett	.41	738.00
5.	1200 reams	Manila Paper - ruled 6x9	Bradley	.27	324.00
6.	1M reams	Mimeograph Paper - 8½x11	Saxon	.58	580.00
7.	500 reams	Primary Paper - ruled 8x10½	Cascade	.404	202.00
8.	4M reams	Duplicator Paper - 8½x11	Saxon	.989	3956.00
9.	100 reams	Bond Paper - 8½x11 - 4 lb	Saxon	.85	85.00
10.	100 reams	News Paper - 18x24	Bradley	1.45	145.00
11.	22M	Paper Pads 6x9			
12.	1050 pkgs	Construction Paper 9x12			
		red 200 pkgs	Hammett	.47	94.00
		orange 150 pkgs	Hammett	.42	63.00
		black 100 pkgs	Hammett	.37	37.00
		yellow 50 pkgs	Hammett	.37	18.50
		yellow-green 125 pkgs	Hammett	.37	46.25
		green 100 pkgs	Hammett	.37	37.00
		blue 100 pkgs	Hammett	.37	37.00
		dark blue 125 pkgs	Hammett	.37	46.25
		violet 100 pkgs	Hammett	.42	42.00
13.	1425 pkgs	Construction Paper 12x18			
		red 250 pkgs	Hammett	.94	235.00
		orange 100 pkgs	Hammett	.84	84.00
		black 200 pkgs	Hammett	.74	148.00
		yellow 200 pkgs	Hammett	.74	148.00
		yellow-green 25 pkgs	Hammett	.74	18.50
		sky blue 200 pkgs	Hammett	.74	48.00
		violet 100 pkgs	Hammett	.84	84.00
		brown 100 pkgs	Hammett	.74	74.00
		green 250 pkgs	Hammett	.74	185.00

Item No.	Quantity	Item	Recommended Bidder	Unit Price	Total Cost
14.	450 pkgs	Poster Paper 9x12	Bradley	.267	16.02
		red 60 pkgs	Bradley	.244	12.20
		black 50 pkgs	Bradley	.234	11.70
		orange 50 pkgs	Bradley	.21	60.90
		yellow 60 pkgs sky blue 50 pkgs	Bradley		
		green 75 pkgs violet 50 pkgs	Bradley		
		yellow-green 25 pkgs brown 30 pkgs	Bradley		
15.	100 pkgs	Poster Paper - 12x18			
		red 50 pkgs	Bradley	.52	26.00
		yellow 25 pkgs	Bradley	.41	10.25
		blue 25 pkgs	Bradley	.41	10.25
16.	10M	Composition Books - 40 pages	Bradley	3.77C	377.00
17.	250 doz	Notebooks - #40 - 8½x5½	Hammett	.99	247.50
18.	200 doz	Notebooks - #50 - 6¾x4	Hammett	.83	166.00
19.	150 doz	Shorthand Notebooks 6x9	Bradley	1.10	165.00
20.	6M	File Folders - ltr size	Bradley	11.50	69.00
21.	5M	Index Cards - 3x5	Bradley	.77	3.85
22.	25M	Envelopes - Manila Bank #6	Mainco	3.79	56.85
23.	15M	Envelopes - Manila Cat. #1	Hammett	7.75	116.25
24.	30M	Envelopes - White - #10	Bradley	4.605	138.15
25.	6M	Envelopes - Manila Clasp 10x13	Bradley	18.35	110.10
26.	1M	Envelopes - Manila Clasp 9x12	Bradley	15.93	15.93
27.	75 boxes	Chalk - Colored	Cascade	2.94	220.50
28.	200 qts	Paste	Hammett	.33	66.00
29.	75	Pointers - 36"	Bradley	.165	12.38
30.	50 gross	Primary Pencils	Wolkins	4.19	209.50
31.	500 gross	Writing Pencils w/eraser	Bradley	1.695	847.50
32.	8M	Ball Point Pens	Wolkins	89.80	718.40
33.	50 gross	Wooden 12" Rulers	Hammett	3.60	180.00
34.	50	Staple Machines	Allen	3.03	151.50
35.	100 boxes	Standard Staples	Allen	.265	26.50
36.	100 boxes	Scout Staples	Allen	.55	55.00
37.	500 boxes	Thumb Tacks	Bradley	.085	42.50
38.	50 doz	Scissors - 5" pointed	Hammett	2.64	132.00
39.	50 doz	Scissors - 4" blunt	Wolkins	2.10	105.00
40.	100 doz rolls	Cellophane Tape - ¾x1296	Cascade	3.48	348.00
41.	75	Tape Dispenser - desk size	Hammett	1.45	108.75
42.	50	Yardsticks	Mainco	.23	11.50
43.	3M	Desk Blotters - 19x24	Wolkins	22.72	68.16
44.	300	Class Registers	Hammett	.70	210.00
45.	50	Pencil Sharpeners	Hammett	3.32	166.00
46.	100M	Paper Clips #1	Cascade	.39	39.00
47.	25 gr bxs	Wax Crayons - 8 colors to box	Hammett	36.00	900.00
48.	6 gr bxs	Wax Crayons - 16 colors to box	Hammett	67.68	406.08

Item No.	Quantity	Item	Recommended Bidder	Unit Price	Total Cost
49.	20 gr bxs	Pressed Crayons - 8 clrs. to box	Hammett	36.00	720.00
50.	10 gr sets	Watercolors	Hammett	85.68	856.80
51.	100 doz	Watercolor Cups	Bradley	.34	34.00
52.	400 doz	Watercolor Brushes	Mainco	1.78	400.58
		225 dozen #5	Mainco	2.81	421.50
		150 dozen #9	Mainco	4.38	109.50
		25 dozen #12	Hammett	8.40	420.00
53.	50 doz jars	Tempera - ½ pints			$22,904.02

Summary

J. L. Hammett Co.	$10,958.88
Milton Bradley Co.	2,431.73
Saxon Paper Corp.	4,621.00
Cascade School Supplies	2,558.50
Mainco Trading Co.	999.85
Allen Stationery Co.	206.50
Alles Corp.	26.50
Henry J. Wilkins Co.	1,101.06
	$22,904.02

On motion by Mr. Fitzgerald it was voted on the following roll-call to award the contract for Bus Transportation for the schools to the lowest responsible bidder, Samuel Lamkin, for a three year period from September 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Vice-Chairman Solomons voting "Yea"; Mayor Crane "Absent".

On motion by Mr. Duehay it was voted to lay on the table the motion to transmit to the City Council, the City Manager and the Planning Board the capital building program for the next five years, pending receipt at the next meeting of the report of the Agassiz and Lincoln school district.

On motion by Mr. Fitzgerald it was voted to refer to executive session a motion presented by Mr. Olesen at the meeting of May 18, 1965 "That the School Committee inquire of the Department of Health, Education and Welfare and with Tufts University as to why Cambridge was limited to one teacher being accepted in 'A Summer Institute for Teachers of Disadvantaged Youth' to be held for teachers in the Boston Metropolitan area.' (by roll-call vote): Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Vice-Chairman Solomons voting "Yea"; Mr. Olesen voting "Nay"; Mayor Crane "Absent".

A motion by Mr. Olesen to convene in executive session for the purpose of considering the previous motion failed of adoption on the following roll-call: Mr. Fitzgerald, Mr. McMahon, and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay and Vice-Chairman Solomons voting "Nay".

Tabled Matters:

On motion by Mr. Duehay it was voted to take from the table the report from the Director of Physical Education and Athletic Activities on certain medical bills. On motion by Mr. Duehay it was voted to refer this report to executive session.

Awaiting Report

Conforming to an order that he report on the advisability of including the sports of Crew and Soccer as part of the athletic program, the Director of Physical Education and Athletic Activities presented the following reports and it was voted that they be placed on the 'calendar':

June 1, 1965

Cambridge School Committee,
1700 Cambridge Street,
Cambridge, Mass.

Dear Sirs and Madam:

To begin crew as a school sport for Cambridge High and Latin School and Rindge Technical School, we would need as a minimum, the following:

Eight	4 Oar Shells	@ $1500 each	$12,000
Forty	Oars	@ 35 each	1,400
Three	Motor Launches	@ 400 each	1,200
Forty	Parkas	@ 5 each	200
Two	Coaches	@ 500 each	1,000
To build a boat house for storage: If possible it would be advisable to rent space to store shells			5,000
		TOTAL COST	$20,800

Harvard athletic department estimates a figure of $40,000 to begin a crew program which includes building a boathouse. Belmont Hill School and Brown & Nichols School which has nine shells and three motor launches were other sources of information for my estimates.

Sincerely,
JOSEPH A. KOZLOWSKY
Director

June 1, 1965

Cambridge School Committee,
1700 Cambridge Street,
Cambridge, Mass.

Dear Sirs and Madam:

The Soccer season runs from September to November 15th, the same time as Football and Cross Country. This limits the number of boys available as well as limiting the facilities to St. Peter's, Callahan and Glacken fields which are not used for football. To begin soccer, two of three fields would have to be readied with goal posts and lines.

For a 22 person squad per school, the cost of coaching, equipment, and transportation would be as follows:

	Coach	@	$10 per day	Maximum 55 days	$550
22	Uniforms	@	10 each		220
22	pr. Shin Pads	@	3 per pair		66
22	pr. Shoes	@	12 per pair		264
22	pr. Stockings	@	3 per pair		66
8	Soccer Balls	@	14 each		112
	Transportation				400
					$ 1678
	If School Department has to install goal posts				200
				TOTAL COST PER SCHOOL	$ 1878

I recommend beginning Soccer on a trial intramural basis for boys at Rindge Technical and Cambridge High and Latin School, Intramural Soccer would cost about $1500 per school. If the numbers and interest in Soccer warrants it, we could then arrange interschool competition.

Sincerely,
JOSEPH A. KOZLOWSKY
Director

Conforming to an order that he supplement former report on expanding the library program and Science program in the elementary schools, the Superintendent presented the following reports and on motion by Mrs. Ackermann it was voted that the report on the science program be approved and the report on the library program be referred back to the Superintendent for the purpose of considering a plan to keep the libraries open for a long period of time:

May 26, 1965

School Libraries

The status of the Library Program was the subject of an earlier report to the School Committee.

As of now:

(a) School libraries are functioning at the high schools, and at the Longfellow, Agassiz, Peabody and Russell Schools.

(b) Furniture for a library at the Lincoln School has been delivered and is being set up.

(c) The Fitzgerald and Harrington schools use the attached branches of the public library during school hours.

(d) Books are being received regularly to expand the number of volumes at each location.

(e) Until space is available for school libraries at the other schools a central supply is being organized at Rindge from which books will be distributed at regular intervals beginning in September 1965.

(f) Trained teacher librarians continue to be difficult to obtain and until qualified personnel are available it is proposed that we use our elementary librarians to visit the various schools on a scheduled basis.

(g) At the present time it is recommended that no co-ordinator be appointed and that the program continue to operate under the direction of the Assistant Superintendents.

John M. Tobin
Superintendent of Schools

May 26, 1965

Elementary Science Program

A report on this subject was submitted to the Committee at an earlier date.

As of now:

(a) Science Rooms are in operation at the Harrington, Peabody, Fitzgerald and Longfellow Schools. At the Morse School the Science Room serves its intended purpose for the seventh and eighth grade classes during the morning session only; as a regular classroom for the rest of the school day.

(b) Furniture to equip Science Rooms at the Agassiz, Houghton, Russell, Thorndike and Webster Schools is expected shortly. Initial plumbing connections have been completed at the Agassiz and at the Russell Schools.

(c) Science teachers are assigned to the Harrington, Fitzgerald, Peabody and Longfellow. Recruitment is continuing to obtain qualified teachers for the other schools.

(d) A proposal to provide the necessary coordination of this program is contained in the report of the Head of the Social Studies Department.

John M. Tobin
Superintendent of Schools

Conforming to an order that he report to whatever action is taken on the matter of Young Audience Concerts, the Superintendent concurred in a recommendation of Mr. James Anderson, Director of Music and Messrs. Raymond D'Arcy and John Sullivan, Masters of the Peabody and the Harrington School that the program of Young Audience Concerts be extended during the 1965-66 school year to provide two programs, one in the fall and one in the spring for each of the Elementary schools. The Cambridge Committee represented by Mrs. John C. Coolidge, 141 Coolidge Hill, Cambridge, has agreed to raise the necessary Funds through local subscription and to co-ordinate the schedule with our educational program. No funds will be solicited through the public schools and there will be no expenditure required from the School Committee budget at any time. On motion by Mrs. Ackermann it was voted to adopt the Superintendent's report and recommendation.

Conforming to an order that he report on a motion "that the proposed new combined Russell-Haggerty School be named the John F. Kennedy School in honor of our late President John F. Kennedy, a native son of Massachusetts who served his State and his Country Magnificently in war and peace" the Superintendent stated that he recognizes the magnificient contributions which were bequeathed to his native state, to his country and to his fellow man by the late President John F. Kennedy. The naming of one of the planned new elementary schools in his honor should be considered by members of the School Committee in exercising a prerogative which is within their jurisdiction. This is a privilege and an honor which is reserved for the members of the School Committee. On motion by Mr. Olesen it was voted to refer this report to New Business.

Conforming to an order that he prepare a statement of policy with respect to placement of students transferring from other school systems, the Superintendent presented the following report and on motion by Mrs. Ackermann it was voted that the report be approved:

May 26, 1965

Pupil Placement

Placement of pupils who enter the Cambridge Public Schools from other sources is governed by the policy which determines placement of pupils who progress within our own system.

Subject to the rules applicable to districting as voted by the School Committee the following criteria are employed:

A. At the Elementary Level:

  (1) If the pupil entering brings a complete record of his previous schooling, grade level placement in the elementary school is on the same grade level unless

    1. The record indicates the pupil should be considered for placement in special classes.

2. If the pupil reports without complete records an assignment is made temporarily on the basis of the information available and complete records are requested. Upon receipt, the placement is reviewed and, if necesary an adjustment is made.

3. In instances where reports are not complete or the complete record indicates special placement, contact is made with the Bureau of Pupil Services for review, necessary achievement or intelligence testing, and recommendations.

4. Requirements for assignment to special classes are identical with those for pupils already in our schools.

B. At the Secondary Level

(1) Specifics as outlined in section A are likewise applicable here except for determination of the level within each subject matter field.

(2) As the intelligence, and as the achievement levels of the records indicate in each subject matter area, assignments are made consistent with those reports. If the record indicates superior achievement in English at Grade 9 level, the pupil will be assigned to the highest level, Grade 9 English class of the course in which he is enrolling. If the same pupil shows only a passing grade in mathematics he would be assigned to a regular class in that subject.

(3) At the end of each marking period a new pupil's achievement scores are examined and adjustments made either up or down.

(4) In instances where there is any doubt a consultation is scheduled with the Bureau of Pupil Services, necessary testing completed and placement decided.

JOHN M. TOBIN
Superintendent of Schools

Conforming to an order that he recommend appropriate action so that the duties of the social studies department head at High & Latin School and Assistant Headmaster at High & Latin School will be carried on during 1965-66 school year; and, further, that the Superintendent recommend when examinations should be ordered for these positions, the Superintendent presented the following reports:

May 26, 1965

Head of the Social Studies Department at High and Latin School

Presently Mr. Vincent O'Connell the Head of the Social Studies Department at the Rindge Technical School is in addition to this assignment, acting as Head of the same department at High and Latin School. Mr. William Edmonds continues to serve as a resource person for Mr. O'Connell.

The Superintendent is monitoring this closely and is contacting other school systems to determine the feasibility and the cost of a proposal to place the major subject matter areas of Language Arts, Mathematics, Science, Languages and Social Studies each under one person.

At present it appears that certain advantages would accrue:

a. Continuity in curriculum and in methodology would be provided in each of the major subject area from Kindergarten through Grade 14.

b. Responsibility for research, evaluation of newly developed educational approaches and continuing improvement in curriculum at all grade levels would be centered in one individual in each major subject area.

c. A curriculum committee for the school department would be staffed with personnel in these and in other subject matter areas of the overall program to provide lateral coordination of content, approach and organization.

d. Supervision of and assistance to the elementary schools would be provided by specialists in each area where the responsibility presently is that of the Master of each school.

The Superintendent will prepare the necessary detailed information relative to responsibilities and to costs for this proposal and submit his recommendations at the first meeting in September 1965.

JOHN M. TOBIN
Superintendent of Schools

May 26, 1965

Assistant Headmaster at High and Latin School

The Superintendent recommends that an examination be held in the fall to fill the position of one Assistant Headmaster at Cambridge High and Latin School subject to the rules of the School Committee.

This action will be consistent with the policy adopted by the Committee of establishing separate categories for administrative and for guidance functions, with the survey reports on this same policy and with the enrollment figures at the High and Latin School.

John M. Tobin
Superintendent of Schools

On motion by Mrs. Ackermann it was voted that the section of the foregoing report relating to the proposal to place major subject matter areas under one person be adopted.

Mr. Duehay moved that the position of assistant headmaster of Cambridge High and Latin School be declared vacant and be filled as of July 1, 1966; that, in accordance with the rules, the Superintendent of Schools appoint an examining board no later than the first meeting in October, to examine candidates for said position; that the Superintendent of Schools and his staff take suitable action to search out capable educators both within and outside the Cambridge School Department who qualify for the post under the rules of the School Committee and to encourage them to apply for the position; that the examination be held no later than February 10, 1966, and that there be a period of at least 12 weeks between the announcement of the examination date by the examining board and the actual date of the examination, during which time applications can be received; that the Superintendent take particular care in pointing out the rules of the Cambridge School Committee regarding the examining board's assignment of its 25 points; that the Superintendent of Schools nominate to the School Committee a person to carry out the duties of acting assistant headmaster of High & Latin School during the 1965-1966 school year. It was unanimously agreed to place this motion on the 'calendar'.

Mr. Olesen moved to suspend the rules for the purpose of appointing Edward J. Murphy Director Of Data Processing. On the following roll-call the motion failed of adoption: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Vice-Chairman Solomons voting "Nay"; Mayor Crane "Absent".

NEW BUSINESS

On motion by Mr. McMahon it was voted that inasmuch as Thursday, June 17, 1965 is a school holiday that all schools remain closed on the day following, Friday, June 18, 1965 and that the Superintendent and Chief Custodian be authorized to excuse civil service employees for June 18, 1965 wherever feasible. (The foregoing motion was acted on after the rules had been suspended on motion by Mr. Fitzgerald).

Mr. Duehay moved that in the event that Civil Service forwards its list of eligible candidates for the position of Business Manager in the Cambridge School Department during the summer recess, the Superintendent of Schools shall interview the top three candidates on the list and notify the school committee, in case the committee wishes to call a special meeting to make this appointment. Mr. Olesen moved to amend by striking out the words "Superintendent of Schools" and substituting therefor the words "School Committee". At the conclusion of debate Mr. Olesen asked and received unanimous consent to withdraw his amendment. Mr. Duehay asked and received unanimous consent to withdraw his motion.

On motion by Mrs. Ackermann it was voted that the School Committee congratulate Arthur W. Botello, teacher of woodworking in the Cambridge public schools, for his outstanding service to the community in acting as chairman of the Wellington-Harrington group which had made history by developing the first urban renewal plan in the United States to grow out of the desires and plans of the community itself.

Relative to the Superintendent's report concerning the naming of proposed new school buildings, Mr. Olesen moved that a committee of three members of the School Committee be appointed by the chairman to study and recommend names for the proposed new Putnam-Thorndike and Russell-Haggerty Schools. On the following roll-call it was voted to adopt Mr. Olesen's motion: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, and Mr. Olesen voting "Yea"; Mrs. Ackermann voting "Nay"; Mr. Solomons "Present"; Mayor Crane "Absent". It was then voted on motion by Mr. Olesen that when the chairman names the committee as provided in the foregoing motion, that the Superintendent's report relative to naming of new school buildings, be referred to this sub-committee.

It was voted to convene in executive session.

Question came on a motion by Mr. Olesen that the School Committee inquire of the Department of Health Education and Welfare and with Tufts University as to why Cambridge was limited to one teacher being accepted in "A Summer Institute for Teachers of Disadvantaged Youth" to be held for teachers in the Boston Metropolitan area. The Superintendent presented the following communication from Tufts University concerning this matter:

May 21, 1965

Mr. John M. Tobin
Superintendent
Cambridge Public Schools
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. Tobin:

Please be assured that we at the Lincoln Filene Center regret as much as you do the small number of Cambridge teachers enrolled in our NDEA Institute for Teachers of Disadvantaged Youth. Since the proportion of selections to applicants was actually higher in the case of Cambridge than in our over-all average, you can see that the basic problem was the relatively small total number of Cambridge applicants. I do feel that the total number of applicants from Cambridge might have been increased if my original offer to speak directly to the teachers had been accepted, but I realize that the competition for teacher time is intense and appreciate your problems in this regard.

Although I doubt that the application of Mr. McCarthy, the teacher who apparently instigated the calls we have had from the Cambridge School Board, the Master of his school, and yourself would be judged any more acceptable in the future than it was this year, I do feel that his protest can have constructive results. If, for example, the school committee were to vote to request that Tufts enlist more of its teachers in future institutes of this kind and commit itself to giving us the kind of cooperation required to implement this request, we would be more than pleased to write in a greater emphasis on Cambridge in future proposals we make.

As a resident of Cambridge, I assure you that every consideration was given to our Cambridge applicants and that we are more than willing to cooperate with you in the future.

Cordially,

HARVEY PRESSMAN
Program Director

No action was taken on the Superintendent's recommendation to place the matter on file.

On motion by Mr. Fitzgerald it was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Monday, June 7, 1965

Special Meeting:

Called by order of his Honor Mayor Crane for the purpose of considering and acting on the Superintendent's recommendations for the election and assignment of teachers and administrative personnel.

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

The Superintendent recommended that the following teachers, having qualified as the result of successfully completing the requirements under which their appointments were conditioned, be re-elected teachers for a period of one year from September 1, 1965, and the chairman ordered the recommendation placed on the "calendar" in accordance with the rules:

SCHOOL COMMITTEE
CAMBRIDGE, MASSACHUSETTS
RECOMMENDATIONS

May 18, 1965

Re-elected

I hereby recommend the election of the persons named below to the schools and with the ranks indicated in each case to take effect on the date set opposite each name, and certify that these recommendations are in accordance with the rules of the School Committee.

School	Name of Teacher	Rank	Salary	To Start
Haggerty	Diane Beatrice	Kdg.	$5500.00	Sept. 1, 1965
M. E. Fitzgerald	Mary L. Cribben	Kdg.	$5500.00	Sept. 1, 1965
	Nancy L. Melcher	Kdg.	$5500.00	Sept. 1, 1965
Morse	Barbara H. Richardson	Kdg.	$5500.00	Sept. 1, 1965
M. E. Fitzgerald	Marlene P. Klimek	II	$5500.00	Sept. 1, 1965
Harrington	Carole M. Martin	I	$5500.00	Sept. 1, 1965
Harrington	Carolyn M. Watts	II	$5500.00	Sept. 1, 1965
Peabody	Susan R. Filene	IV	$5900.00	Sept. 1, 1965
Roberts	Marilyn A. McGinn	V	$5500.00	Sept. 1, 1965
M. E. Fitzgerald	Margaret R. Sheehan	V	$5500.00	Sept. 1, 1965
Russell	Carol Tash Snider	V	$5500.00	Sept. 1, 1965
Longfellow	Dariel Osum Thompson	IV	$5500.00	Sept. 1, 1965
Longfellow	Marion J. Hannon	Science	$5900.00	Sept. 1, 1965
Elementary	Marcia E. Lorion	Home Eco.	$5500.00	Sept. 1, 1965
Roberts	Carol A. Nolan	Health Class	$5500.00	Sept. 1, 1965
Russell	Marjorie Stone Tanzer	Special Class	$6000.00	Sept. 1, 1965

School	Name of Teacher	Rank	Salary	To Start
High & Latin	Nancy J. Gelowtsky	French & Spanish	$5500.00	Sept. 1, 1965
	Marilyn Closson Pizer	German	$5500.00	Sept. 1, 1965
Rindge	Sara A. Sanborn	English	$5900.00	Sept. 1, 1965
	Edward R. Sarasin	Math	$5500.00	Sept. 1, 1965

QUALIFICATIONS: The above teachers qualified as a result of having successfully completed the requirements under which their appointments were conditioned.

Statement of qualifications submitted separately to the members of the School Committee.

JOHN M. TOBIN
Superintendent of Schools

The Superintendent announced that he had recommendations to offer for the election of teachers provisionally under the amended rules of the School Committee. On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of receiving the Superintendent's recommendation at this special meeting. On motion by Mr. Fitzgerald it was then voted to receive the following recommendation from the Superintendent for the election of the persons named as teachers on a provisional basis under the amended rules of the School Committee:

School	Name of Teacher	Rank	Salary	Effective
Houghton	Rhoda Kfare	Kdg.	$5300.00	Sept. 1, 1965
Roberts	Gail M. Garchia	I	$5300.00	Sept. 1, 1965
Fletcher	Pamela G. Orpet	IV	$5300.00	Sept. 1, 1965
Elementary	Ellen L. Kaleta	Home Econ.	$5300.00	Sept. 1, 1965
High & Latin	Dorothy Hirshberg	Math	$5300.00	Sept. 1, 1965
Bur. Pupil Serv.	Carol A. Ardito	Spea. Ther.	$5700.00	Sept. 1, 1965

On motion by Mr. Duehay it was then voted to suspend the rules, on the following roll-call, for the purpose of acting on the Superintendent's recommendation for election of teachers as set forth above: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald and Mr. Olesen voting "Nay". On the following roll-call it was then voted on motion by Mr. Duehay to adopt the Superintendent's recommendation that the persons named above be elected teachers provisionally under the amended rules of the School Committee: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr.

Fitzgerald voting "Nay"; Mr. Olesen "Present". The rules were again suspended for the purpose of moving reconsideration. A motion by Mrs. Ackermann to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

The Superintendent announced that the following persons who were elected teachers at the meeting of May 4, 1965 have declined their appointment

Mrs. Kathleen Dias
Lee-Ann Higgins
Patricia A. McElroy
Donna E. Olson
Mrs. Eleanor G. Winer

On motion by Mr. Duehay it was voted to suspend the rules for the purpose of receiving from the Director of Physical Education and Athletic Activities nominations for positions of athletic personnel. On motion by Mr. Duehay it was voted that the following recommendation from Mr. Kozlowsky be received and placed on the "calendar":

ELEMENTARY SCHOOLS

Thomas J. Sheehan, Faculty Manager	$1300. per year
Simon B. Kelleher, Physician	1100. per year

Coaches	**Football**	**Officials**	
Robert Richards	$375	Roland LaChance	$85
Eugene Zubrinski	375	Paul Lyons	85
John Caulfield	375	John Reilly	85

Coach-Supervisor	**Basketball**	**Officials**
$250 per season		$200 for season
Joseph Colannino		James Sullivan
William Dynan		
Charles Killilea		Vacancy (2)
Joseph Whitney		
John Hallice		
John Noble		
Thomas Scalese		
Roland LaChance		
Robert Sullivan		
John Nolan		
Stephen Smalley		
Vacancy (3)		

Coach-Supervisor	**Baseball**	**Officials**
$175 per season		$175 per season
Richard Kelley		
Thomas Mullaney		Richard Calnan
Joseph Colannino		John Hallice
Francis McFaun		William Dynan
Joseph Whitney		Joseph Bourdeau
John Murphy		
Thomas Scalese		Vacancy (2)
James Quinn		
Robert Richards		

Robert Sullivan
Roland LaChance
Edward Duffett
Vacancy (2)

HIGH SCHOOLS

Rindge	Football	High & Latin
Edward Fratto - Hd. Coach	$1200	John Noble - Hd. Coach
John Powers - Asst. Coach	600	Peter Budryk - Asst. Coach
Joseph Cincotta - Asst. Coach	600	Richard Fusco - Asst. Coach
		James Coady - Asst. Coach

HIGH SCHOOLS

Rindge	Basketball	High & Latin
Edward Culhane - Hd. Coach	$1000	Paul Lyons - Hd. Coach
Richard Calnan - Asst. Coach	600	John Balfe - Asst. Coach
Robert Richards	600	Edward Fratto - Asst. Coach

Rindge	Baseball	High & Latin
Lawrence Gibson - Hd. Coach	$1000	James Foley - Hd. Coach
Eugene Zubrinski - Asst. Coach	600	John Caulfield - Asst. Coach
Daniel Gearty - Asst. Coach	600	Bernard Duffy - Asst. Coach

Rindge	Hockey	High & Latin
Richard Kelley - Hd. Coach	$1000	James Fitzgerald - Hd. Coach
John C. Powers - Asst. Coach	600	George Boudreau

Track and Cross Country

Rindge		High & Latin
William Reagan - Hd. Coach	$1200	Joseph McDavitt, Hd. Coach
Asst. Coach - Vacany	600	

Golf

Rindge		High & Latin
Edward Conrad	$8 per day	James Landrigan

Tennis

Rindge		High & Latin
Martin Tierney	$8 per day	Alan Cohen

Physicians

Robert Driscoll M.D.	$1,100	Charles Brusch M.D.

Faculty Managers

John J. Terry	$1,300	John Reardon

Director of Athletics

Joseph A. Kozlowsky $1200 per year

Girls' Athletics

Marguerite George	$1000 per year
Mary Hyde	1000 per year

Basketball

Vocational School for Boys

Charles Stead	$350 per year

Swimming

Stacy Wilks	$9.50 per day
Brenda Joyce	9.50 per day
John J. Murphy, Jr.	9.50 per day
Thomas Kenney	9.50 per day

Locker Room Attendants

Timothy F. Carney	Rindge	$5.00 per day
Barbara VanDell	War Memorial	6.00 per day
John Toomey	War Memorial	6.00 per day
Thomas Mullaney	Harrington	6.00 per day
Joseph Bourdeau	Fitzgerald	6.00 per day
Thomas Haley	Morse	6.00 per day
Edward Duffett	Peabody	6.00 per day

On motion by Mr. Duehay it was voted to suspend the rules for the purpose of receiving a recommendation from the Superintendent for the position of Coordinator for Project Headstart. The Superintendent then recommended that John J. Balfe, Master of the Houghton School, be appointed to the position of Coordinator for the eight week pre-school program to be conducted by the Cambridge School Department under "Project Headstart". As Coordinator he will be responsible for all aspects of the program which is under the jurisdiction of the Cambridge School Committee. The salary for the position has been set under federal authorization at $2,000.00 for the summer program. Mr. Solomon moved adoption of the Superintendent's recommendation. A motion to amend by Mr. Olesen by adding "that the position of Coordinator shall be a full-time position" failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay". On the following roll-call it was then voted to adopt the motion to approve the Superintendent's recommendation that Mr. Balfe be appointed Coordinator: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

Mr. McMahon asked and received unanimous consent to present the following resolution on the retirement of John J. Sheehan as Headmaster of the High & Latin School; it was then voted unanimously to adopt the Resolution:

June 7, 1965

WHEREAS: John J. Sheehan, Headmaster of the Cambridge High and Latin School, will retire at the end of this school year, June 1965; and

WHEREAS: We, the members of the Cambridge School Committee, cannot allow his withdrawal to pass without expressing our gratitude for the wise and effective service he has given the Cambridge School Department for the past forty-nine years; and

WHEREAS: Emphasizing that it is more important to be right than to be rich, and that success in life is measured in terms of service, Mr. Sheehan has won recognition in the world of ideas — academic life and in the world of sports — and also in the world of action which calls itself practical; and

WHEREAS: His personal charm, interwoven with a quiet strength based on ability and fineness of feeling for his fellows, contributed in no small measure to the present high standards of education in the Cambridge public school system, and his retirement deprives the City of Cambridge of a courageous and trusted leader:

Therefore, be it,

RESOLVED: That we, the Cambridge School Committee, on behalf of the entire staff of the Cambridge School Department and the citizens of Cambridge generally, attest to the inspiration and support which John J. Sheehan has brought to the operation of the educational system of the City of Cambridge;

and, be it further,

RESOLVED: That in recognition of his unusual service, that John J. Sheehan be elected Head Master Emeritus of the Cambridge High & Latin School.

On motion by Mrs. Ackermann it was voted to suspend the rules for the purpose of taking action at this meeting on a recommendation presented by the Superintendent at the meeting of June 1, 1965 "that Richard T. Colgan be elected Assistant Director in Charge of Guidance in the Bureau of Pupil Service at a salary of $10,080.00, effective September 1, 1965": On the following roll-call it was voted to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

It was voted to adjourn:

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, June 15, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the Chair.

On motion by Mr. Solomons it was voted to suspend the regular order of business for the purpose of hearing representatives from the Cambridge Chapter of Retarded Children. Mrs. Mary Farren President of the organization appeared and presented the following petition and on motion by Mr. Solomons it was voted that this petition be referred to the Superintendent for review and report at the first meeting in September 1965:

June 15, 1965

Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts

To: Cambridge School Committee

Subject: Recommendation for improved programming for retardates

In behalf of the parents of the retarded children in Cambridge, we wish to thank the School Committee for allowing us to appear before you at this time in order to present the following recommendations.

Since much of the progressive action in the field of mental retardation has centered on the trainable child the following concerns specific recommendations to that effect.

We base these recommendations on the fact that a trainable child is more similar to a normal child than dissimilar, and therefore is deserving of a near normal program geared to his capabilities rather than his limitations. Our aim is a program that will provide the best possible development of the total trainable child. This is the goal of curriculum planning for all exceptional children whether gifted, physically handicapped or mentally retarded.

That we parents now make these recommendations is not intended as a reflection on the Director of Special Education, rather it provides us with an opportunity to openly express our gratitude for the progress made in the field of the mentally retarded in the Cambridge schools, and the initiative which all continue to manifest in planning for the future of our children. None stand so erect as those who stoop to help a retarded child.

Since we desire that the progress of services for the trainable retardate keep pace with progress in other areas of special education, we submit these recommendations herewith attached for your consideration.

Respectfully yours,
MARY FARREN
Mr. & Mrs. Daniel Farren, Pres.

RECOMMENDATIONS

1. That a full school day be made available for the trainable classes at the Roberts and Russell Schools. Since these children have more difficulty learning, they need more time — not less. For example, Boston, Belmont, Medford, Malden and Lexington, all have full days for the trainables as well as educables.
   - A. A full school day will provide an opportunity for more individual attention.
   - B. A full day will facilitate planning a curriculum at a tempo suitable to the child.
     - 1. learning will not happen too fast
   - C. A full day will present learning challenges more effectively.
     - 1. more time for child to respond
   - D. A full day will allow more time for teacher to make use of the materials at her disposal.
   - E. A full day will satisfy to a greater degree the need for human relationship — "If the trainable child suffers poor personal relationships, he may regress down the scale of intellectual functioning . . ."
     Dept. of Health, Education and Welfare April 12, 1961
2. That the skills and resources of teachers in the following areas be applied to the trainable program:
   - A. Speech
   - B. Physical education
   - C. Music
   - D. Arts and Crafts
     - 1. creative skills and experiences provide personal satisfaction and emotional health
   - E. Psychological services.
3. That a greater communication exist between teacher and parents.
   - A. A program of conferences regularly scheduled during the school year.
   - B. Report cards to show progress of child in areas of strength or weakness.
4. That classes be conducted on the first floor.
   - A. Realizing that new schools are being constructed, that the plans include classrooms for the retardates, and not be allowed in the basement of any school as it is in the Roberts School.
     Note: Mr. Soloman on June 11th informed us this situation has been taken care of and the children will no longer be schooled in the basement.
5. We recommend that some form of recreation be provided for retarded children on Saturdays during the school year, similar to the summer program.

In conclusion we would like to inquire whether retardates will be included in project "Headstart" which we understand is to be combined through the school year?

MARY FARREN
Mr. & Mrs. Daniel Farren, President

It was voted to resume the regular order of business.

Having filed the proper notice required by the rules of the School Committee, Mr. Fitzgerald moved reconsideration of the vote taken at the meeting held on June 1, 1965 adopting the motion "that a committee of three members of the School Committee be appointed by the chairman to study and recommend names for the proposed new Putnam-Thorndike and Russell-Haggerty schools." On the following roll-call it was voted to adopt the motion 'to reconsider': Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". On the recurring question it was voted on motion by Mr. Olesen to place on file the motion "that a committee of three members of the School Committee be appointed by the chairman to study and recommend names for the proposed new Putnam-Thorndike and Russell-Haggerty schools."

On motion by Mr. Duehay it was voted that the minutes of the regular meeting of June 1, 1965 and the special meeting of June 7, 1965 be approved as presented.

On motion by Mr. Olesen it was voted to make note in the records of this meeting, receipt of a communication from Mrs. James Reeb acknowledging with deep gratitude the warm expression of sympathy and concern for their sorrow expressed by the School Committee.

On motion by Mr. Fitzgerald it was voted to make part of the minutes the following communication from John J. Sheehan, Headmaster of the High & Latin School:

June 14, 1965

To the Honorable Members
Cambridge School Committee
Dear Mrs. Ackermann & Gentlemen:

It is with deep gratitude that I acknowledge the set of resolutions by you on the occasion of my retirement from the School Department and the granting of my new title, Head Master Emeritus. It has been a great privilege to serve the Department these many years.

Sincerely,
JOHN J. SHEEHAN

On motion by Mr. Fitzgerald it was voted to make part of the minutes the following communication from the Cambridge Teachers Association:

Dear Sirs & Madam:

On behalf of the retiring members of the Cambridge Teachers Association I wish to thank the members of the Cambridge School Committee who attended the reception at the M.I.T. Faculty Club on Thursday, June 3.

We realize that attendance was not convenient due to a conflict of receptions and are therefore doubly appreciative of the extra effort made by those who attended.

CONSTANCE BARRY
Chairlady

On motion by Mr. Fitzgerald it was voted to place on file a communication from the Charles River Power Squadron thanking the School Committee for allowing them the use of the Rindge Technical Classroom facilities during the past year.

SUPERINTENDENT OF SCHOOLS

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation, that for the purpose of procuring materials and supplies for approved NDEA Projects, that in addition to sums previously appropriated the following sums be appropriated:

Schedule F-26 Rindge Math. (PL874)	$1,830.00
Schedule F-23 Elementary Math (PL874)	5,050.00
Schedule F-25 High & Latin Modern Language (PL874)	780.00
Schedule F-24 Elementary French (PL874)	1,515.00
Schedule F-20 High & Latin Science (PL874)	6,500.00
Schedule F-28 Rindge Science (PL874)	7,000.00
Schedule F-29 Rindge Modern Lang. (PL874)	540.00
Schedule G-10 Elementary Science (Budget)	21,600.00
	$44,815.00

— said sum of $44,815.00 to be provided by transfer from Special Revolving Account School Grant PL874.

Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". (A motion to amend the foregoing recommendations by Mr. Olesen by adding "that no expenditure will be made for plumbing or other permanent renovation in the buildings for which these projects have been approved" was granted unanimous consent to withdraw.)

The chairman ordered placed on the 'calendar' the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY DELMAR PUBLISHERS, INC.
Technical Trigonometry, by Price and Stillwell

PUBLISHED BY McGRAW, HILL CO.
Principles of Mathematics, by Alexander & Oakley

PUBLISHED BY JOHN WILEY & SONS, INC.
Quick Calculus, by Kleppner & Ramsey

PUBLISHED BY VAN NOSTRAND CO., INC.
Mathematics Dictionary, edited by Glenn & Robert James

PUBLISHED BY PRENTICE HALL, INC.
Molecular Weight Calculations
Weight and Volume Relationships
Balancing Chemical Symbols

PUBLISHED BY GREGG DIV. McGRAW-HILL BOOK CO.
20,000 Words, Spelled and Divided, (5th edition), by Leslie

The Superintendent presented a petition from Mrs. Thomas Quinn, wife of the late Thomas A. Quinn, Music Teacher in the Cambridge School Department, until his death on August 22, 1950, requesting that she be granted an annuity under Chapter 32, Sec. 93A. The Superintendent recommended that the

School Committee approve the application and forward same to the City Council and City Manager for appropriate action. On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that Joseph G. McKenna, Headmaster's Assistant (Science) at High & Latin School, be granted leave of absence from June 18, 1965 to the close of school June 1965 without loss of salary for the purpose of accepting an award of a National Foundation Scholarship for eight weeks of study in Advance Placement Chemistry at Loyola University in New Orleans.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that Edward J. Culhane, teacher in the Department of Physical Education, be granted leave of absence without loss of salary from June 21, 1965 to the close of School in June 1965 for the purpose of attending two courses at Boston University which start June 21.

On motion by Mr. Fitzgerald it was voted to adopt a recommendation of the Director of Physical Education, concurred in by the Superintendent, that the Eastern Inter-Scholastic Swimming League be guests of the High & Latin and Rindge Tech schools on February 19th, 1966, and that permission be granted to hold the Inter-Scholastic Championship Meet at the War Memorial Pool on that date.

The Superintendent presented an application from William J. Cunningham, Master of the Russell School, for retirement effective June 30, 1965 in accordance with the provisions of Chap. 32, Sec. 58 of the general laws. On motion by Mr. Fitzgerald it was unanimously voted to approve the application and to extend to Mr. Cunningham the School Committee's sincere appreciation for his thirty-nine years of dedicated service to the Cambridge School Dept.

The Superintendent presented an application from Michael F. Brennan, Submaster of the Russell School, for retirement effective June 30, 1965 in accordance with the provisions of Chap. 32 Sec. 58 of the General Laws. On motion by Mr. Fitzgerald it was voted to approve the application and to extend to Mr. Brennan the School Committee's sincere appreciation for his forty-one years of devoted service to the Cambridge School Department.

On the motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that the following resignations of teachers be accepted; effective June 30, 1965.

High & Latin School	Katherine F. Beaver
High & Latin School	Clair M. (Lafferty) Driscoll
Rindge Tech. School	Stephen F. Smalley (art)
Fitzgerald School	Joan F. Shaw
Houghton School	Joan Isenberg
Houghton School	Lynda M. Mahoney
Roberts School	Susan W. Osher
Russell School	Kathleen M. Casey
Webster School	Eve Berall

The Superintendent reported the retirement of the following teachers, effective June 30, 1965 and on motion by Mr. Fitzgerald it was voted to express to these retiring teachers the School Committee's sincere appreciation for their long years of devoted and efficient service to the Cambridge School Department:

High & Latin School	Mary C. Supply	43 yrs. service
Harrington School	Wilma L. Johnston	28 yrs. service
Roberts School	Alice M. Doherty	39 yrs. service
Webster School	Jane S. Ryan	28 yrs. service

The Superintendent presented bids for furnishing Overhead Projects for Elementary School Mathematics - NDEA Project and recommended that the contract be awarded to the lowest responsible bidder, J. S. Eaton Co., 203 Spiers Road, Newton, Mass., at a total price of $1,875.00. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. McMahon to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

The Superintendent presented bids for furnishing Counting Frames for Elementary Schools Mathematics - NDEA Project and recommended that the contract be awarded to the lowest responsible bidder, The Learning Center, Edinburg Rd., Cranbury, New Jersey at a total price of $1217.04. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. McMahon to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

The Superintendent presented a letter from Robert R. Sweeney, Headmaster of Rindge Tech. School advising that he has received several substantial contributions of equipment from the General Motors Corporation and the Ford Motor Company and on motion by Mrs. Ackermann it was voted to make the communication a part of the minutes and that the School Committee express their appreciation to Salvi Motors and Porter Chevrolet for these excellent gifts:

June 7, 1965

Mr. John M. Tobin
Superintendent of Schools
Cambridge, Massachusetts

Dear Mr. Tobin:

It is my pleasure to inform you that within a period of two weeks the Automobile Department of the Rindge Technical School has received several substantial contributions of equipment from the General Motors Corporation and the Ford Motor Company.

Through the efforts of Mr. Herman of the Porter Chevrolet Company we received a complete set of ignition components and a complete steering mechanism assembly. Both groups of components will shortly be used to construct classroom teaching and visual aid advices.

Mr. Salvi of Salvi Motors was instrumental in obtaining for us a complete Ford V8 engine along with an automatic transmission. These pieces of equipment are all in excellent condition and will contribute to more effective teaching in this field by providing a greater opportunity for students to become familiar with modern equipment in the automotive field.

I have taken the opportunity to express our appreciation to these gentlemen for their good offices to the school.

Yours truly,
ROBERT R. SWEENEY
Headmaster

On motion by Mr. Duehay it was voted that the following report on data processing received from Edmond J. Murphy, Assistant Headmaster in charge of data processing, be made part of the minutes:

REPORT ON DATA PROCESSING 1964 - 1965

Last summer I attended an Institute on Data Processing at New England Education Data Systems (commonly called NEEDS) from July 13, 1964 to July 31, 1964 inclusive (9:00 A.M. to 4:00 P.M. daily).

Since school opened in September the following Data Processing work has been accomplished:

1. Identification cards of all high school pupils have been completed.
2. Teacher catalogs showing teachers names and numbers and course catalogs showing course names and numbers assigned to them were made up. These names and numbers, like the identification cards, are a **must** for computer work.
3. Report cards have been done at Cambridge High and Latin School and at Rindge Technical School by Data Processing. (Scholarship Report sample is attached.)
4. Automated attendance has been in effect since January 4, 1965 in both high schools with all records of presence, absence, tardiness and dismissals handled by the computer.
5. During the school year many meetings with school personnel have been held. At these meetings, data processing procedure to follow has been discussed in detail and results to be derived from such procedure have been explained.
6. Orientation has been held at NEEDS for certain school personnel to acquaint them with work done at the computer center.
7. The sheets showing the choice of studies made by the pupils at both high schools are now being processed at NEEDS. The Master Schedule will be made from this data, and in September each pupil will receive his program as shown on sample attached (Student Schedule). From this data teachers schedules will also be provided, as well as class lists for each teacher.
8. Teacher's catalogs and course catalogs for the 1965-1966 school year have been completed for both high schools.
9. Data on the incoming freshman classes at both high schools has been given to NEEDS and this information will be incorporated with the other data previously completed.

10. Through the use of the research and development department at NEEDS, the present programs will be added to, strengthened and improved.

    STEP — (Sequential Test Educational Progress), SCAT — (School College Ability Tests) as well as the Otis Gamma Tests, which in the past were scored by outside agencies for a fee, will be scored at NEEDS at no expense to the school department.

11. With very cooperative personnel at NEEDS, coupled with its know how, research and development, plus all types of data processing machines at its headquarters and plans to obtain the IBM 360 computer in the very near future, the present association of the Cambridge School Department with New England Education Data Systems seems to be satisfactory in every respect.

In closing I would like to thank the personnel of both high schools for their complete cooperation during this first year of data processing.

Respectfully submitted,
EDMOND J. MURPHY,
Assistant Headmaster

REPORTS OF COMMITTEES

On motion by Mr. Solomons it was voted that the following report of the sub-committee appointed to draft a new section of rules for the 13th & 14th grade Technical Institute at Rindge Technical School, be accepted and the recommendations contained therein be adopted.

Meeting of the special subcommittee appointed to draft for the approval of the School Committee, a new section of rules covering all policies and procedures with regard to the 13th and 14th grade technical institute to be established at Rindge Technical School, said report and recommendations to be submitted to the School Committee in June, 1965:

Monday, June 14, 1965

Present: Mr. Solomons, Chairman; Mrs. Ackermann, Mr. McMahon, David E. Hockman, Asst. Superintendent and Robert R. Sweeney, Headmaster, Rindge Technical.

Your committee, after long deliberation, recommends that the rules set forth on the attached pages, shall be adopted by the School Committee as the rules governing the Technical Institute (13th and 14th grades) Rindge Technical School.

Respectfully submitted,
GUSTAVE M. SOLOMONS
Chairman

TECHNICAL INSTITUTE (13th and 14th grades) RINDGE TECH SCHOOL

PURPOSE:

The two year Technical Institute is intended to extend the system of public education for those young men and women of Cambridge who can profit from instruction offered at the level of higher learning.

In the first instance it shall offer a program of cultural and technical studies which will enable a student to continue his education beyond the two post-high school years.

Alternatively it shall make available to the student a program which may be considered terminal education and from which, upon graduation, a person would be qualified to obtain employment in his chosen field.

It shall be a day school which will be in session thirty (30) hours per week for thirty-seven (37) weeks.

ADMISSION:

Candidates residing in Cambridge shall be given preference, but applicants from surrounding communities will be accepted if space is available.

The maximum number accepted shall be twenty-five (25) students for each year of each course.

Applicants shall be graduates of a high school. They must have completed the following subjects:

1. Four years of English
2. Three years of Mathematics
3. Two units in Science
4. Two units in History

An aptitude test shall be given all applicants.

The rules and regulations governing students of Rindge Technical School shall apply to students of the Technical Institute, except as otherwise ordered by the School Committee.

TUITION:

There shall be no tuition charge for Cambridge Residents. For non-residents there will be a tuition fee of $600.00 per year.

BOOKS, SUPPLIES & FEES:

Textbooks and general supplies shall be purchased outright by the students.

A laboratory fee shall be charged the students in each laboratory course.

FACULTY:

The Director of the Technical Institute shall be the Headmaster of Rindge Technical School.

The members of the staff shall be sought out and selected on the strength of their training, their capabilities and their personal fitness.

TEACHER QUALIFICATIONS:

There shall be two classes of teachers: Those who will teach in the area of the liberal arts and general education and those who will bring a technical and engineering training to their teaching positions.

In case of teacher whose training is more academic in character the following shall be minimum requirements:

1. A master's degree in the subject area in which a position exists.
2. Three years successful experience as an instructor in this field.

For teachers of technical subjects, the following shall be minimum requirements:

1. A bachelor's degree in their field of training.
2. If, at the time of hiring, the applicant does not meet the requirements of the Division of Vocational Education for teacher certification in Massachusetts, he shall eliminate this deficiency in a period not to exceed three years.

APPOINTMENT PROCEDURE:

The following procedure shall govern the hiring of technical institute teachers:

1. The applicants are to be screened by the Board of Examiners and the Director.
2. The Board of Examiners and the Director will then make recommendations to the Superintendent.

SALARY STRUCTURE:

Teachers shall be appointed at the minimum salary, except that any teacher whose present salary is above the minimum shall be appointed at the step next above their present salary.

The minimum salary for full-time instructors shall be set at $7200.00 and the maximum salary shall be $9300.00. The maximum salary can be attained in seven steps or increments of $300.00 each step.

A differential of $400.00 shall be awarded teachers with a master's degree: $200.00 shall be awarded teachers who have completed 30 semester hours of graduate work beyond the master's degree which represents an integrated pattern of professional graduate study; $400.00 shall be awarded teachers with a doctorate degree. These differentials shall be awarded in accordance with the rules for all teachers.

Increments shall be awarded by the Staff Council in accordance with the rules and regulations applicable to all teachers.

Part-time instructors shall be paid at the rate of $8.00 per hour.

ADVISORY COMMITTEE:

The Advisory Committee of the Rindge Technical School shall serve as the Advisory Committee for the Technical Institute.

On motion by Mrs. Ackermann it was voted on the following roll-call that the report of the Committee on Buildings & Grounds, as set forth below, be accepted and the recommendations contained therein be adopted: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption:

BUILDINGS AND GROUNDS

Tuesday, June 15, 1965

Present: Mr. Fitzgerald, Chairman; Mr. Duehay and Mr. Solomons.

It was voted to recommend that the contract for renovating the Superintendent's office be awarded to the lowest responsible bidder, Hartstone Construction Co., at a price of $20,950.00.

It was voted to recommend that the contract for installation of Domestic Science cabinets at High & Latin School be awarded to the lowest responsible bidder, Patrick J. Sullivan Co. at a price of $5,716.00.

It was voted to recommend that the contract for retubing of boilers at the High & Latin School be awarded to the lowest responsible bidder, Kendall Boiler Co. at a price of $1,237.00.

It was voted to recommend that the contract for retubing of boilers at the Putnam School be awarded to the lowest responsible bidder, Harding Welding & Piping Corp., at a price of $1,046.00.

It was voted to recommend that the contract for installation of Dimmer Board at High & Latin School auditorium be awarded to the lowest responsible bidder J. J. Reddington Electric Service Co., at a price of $9,447.00.

It as voted to recommend that the bids for electrical fixtures in the boys' cafeteria at High & Latin School be held in abeyance.

It as voted to recommend that the contract for alterations to the electrical system at Rindge Technical School be awarded to the lowest responsible bidder, H. F. Farrow Co., at a price of $3,800.00.

It was voted to recommend that the contract for painting and carpentry work in the Girls' Vocational School be awarded the lowest responsible bidder, John W. Egan Co., at a price of $3,740.00.

It was voted to recommend that the contract for painting flagpoles in the various schools be awarded the lowest responsible bidder, Frank W. Price, at a price of $490.00.

It was voted to recommend that the contract for installation of accoustical ceilings in the Fletcher School be awarded to the lowest responsible bidder, Accoustical Contractors Co., at a price of $3,350.00.

It was voted to recommend that the contract for reconditioning of the gymnasium floor at the Harrington School be awarded to the lowest responsible bidder, DiNatale Floors Co., at a price of $1,640.00.

It was voted to recommend that the contract for removal and replacement of floors at the Agassiz School be awarded to the lowest responsible bidder, Mari & Sons Flooring Co., at a price of $2,490.00.

It was voted to recommend that the contract for installation of floors at the Fletcher School be awarded to the lowest responsible bidder, Ideal Floors Co., at a price of $3,360.00.

It was voted to recommend that the contract for installation of floors at the Russell School be awarded to the lowest responsible bidder, M. Frank Higgins Co., at a price of $1,646.00.

It was voted to adjourn:

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Question came on a motion presented by Mr. Duehay at the meeting of June 1, 1965 "that the position of Assistant Headmaster of High & Latin School be declared vacant and be filled as of July 1, 1966; that, in accordance with the rules, the Superintendent of Schools appoint an examining board no later than the first meeting in October, 1965, to examine candidates for said position; that the Superintendent of Schools and his staff take suitable action to search out capable educators both within and outside the Cambridge School Department who qualify for the post under the rules of the School Committee and to encourage them to apply for the position; that the examination be held no later than Feb. 10, 1966 and that there be a period of at least 12 weeks between the announcement of the examination date by the examining board and the actual date of the examination, during which time applications can be received; that the Superintendent take particular care in pointing out the rules of the Cambridge School Committee regarding the examining board's assignment of its 25 points; that the Superintendent of Schools nominate to the School Committee a person to carry out the duties of acting assistant headmaster of High & Latin during the 1965-1966 school year." It was voted to adopt a motion by Mr. Olesen that the foregoing motion be referred to executive session pending receipt of the Superintendent's recommendation.

On motion by Mr. McMahon it was voted to adopt a recommendation of the Director of Physical Education and Athletics that the sport of Soccer be made a part of the athletic program in the high schools on a trial basis for boys.

On the following roll-call it was voted on motion by Mr. Olesen to adopt the Superintendent's recommendation, presented at the meeting of June 7, 1965, that the following teachers, having qualified as the result of successfully completing the requirements under which their appointments were conditioned, be re-elected teachers for a period of one year from September 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Re-elected

I hereby recommend the election of the persons named below to the schools and with the ranks indicated in each case to take effect on the date set opposite each name, and certify that these recommendations are in accordance with the rules of the School Committee.

School	Name of Teacher	Rank	Salary	To Take Effect
Haggerty	Diane Beatrice	Teacher (Kdg.)	$5,500.00	September 1, 1965
M. E. Fitzgerald	Mary L. Cribben	Teacher (Kdg.)	$5,500.00	September 1, 1965
	Nancy L. Melcher	Teacher (Kdg.)	$5,500.00	September 1, 1965
Morse	Barbara H. Richardson	Teacher (Kdg.)	$5,500.00	September 1, 1965
M. E. Fitzgerald	Marlene P. Klimek	Teacher (II)	$5,500.00	September 1, 1965
Harrington	Carole M. Martin	Teacher (I)	$5,500.00	September 1, 1965
Harrington	Carolyn M. Watts	Teacher (II)	$5,500.00	September 1, 1965
Peabody	Susan R. Filene	Teacher (IV)	$5,900.00	September 1, 1965
Roberts	Marilyn A. McGinn	Teacher (V)	$5,500.00	September 1, 1965
M. E. Fitzgerald	Margaret R. Sheehan	Teacher (V)	$5,500.00	September 1, 1965
Russell	Carol Tash Snider	Teacher (V)	$5,500.00	September 1, 1965
Longfellow	Dariel Osmun Thompson	Teacher (IV)	$5,500.00	September 1, 1965
Longfellow	Marion J. Hannon	Teacher (Science)	$5,900.00	September 1, 1965
Elementary	Marcia E. Lorion	Teacher (Home Economics)	$5,500.00	September 1, 1965
Roberts	Carol A. Nolan	Teacher (Health Class)	$5,500.00	September 1, 1965
Russell	Marjorie Stone Tanzer	Teacher (Special Class)	$6,000.00	September 1, 1965
High & Latin	Nancy J. Gelowtsky	Teacher (French & Spanish)	$5,500.00	September 1, 1965
	Marilyn Closson Pizer	Teacher (German)	$5,500.00	September 1, 1965
	Sara A. Sanborn	Teacher (English)	$5,900.00	September 1, 1965
Rindge	Edward R. Sarasin	Teacher (Mathematics)	$5,500.00	September 1, 1965

QUALIFICATIONS: The above teachers qualified as a result of having successfully completed the requirements under which their appointments were conditioned.

Statement of qualifications submitted separately to the members of the School Committee.

JOHN M. TOBIN
Superintendent of Schools

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the recommendation of the Director of Physical Education and Athletics that the following athletic personnel be reappointed for the school year Sept. 1965 to June 30, 1966:

ELEMENTARY SCHOOLS

Thomas J. Sheehan, Faculty Manager	$1,300 per year
Simon B. Kelleher, Physician	1,100 per year

Coaches		**Football**	**Officials**	
Robert Richards	$375		Roland LaChance	$85
Eugene Zubrinski	375		Paul Lyons	85
John Caulfield	375		John Reilly	85

Coach-Supervisor	**Basketball**	**Officials**
$250 per season		$200 for season
Joseph Colannino		James Sullivan
William Dynan		
Charles Killilea		Vacancy (2)
Joseph Whitney		
John Hallice		
John Noble		
Thomas Scalese		
Roland LaChance		
Robert Sullivan		
John Nolan		
Stephen Smalley		
Vacancy (3)		

Coach-Supervisor	**Baseball**	**Officials**
$175 per season		$175 per season
Richard Kelley		Richard Calnan
Thomas Mullaney		John Hallice
Joseph Colannino		William Dynan
Francis McFaun		Joseph Bourdeau
Joseph Whitney		
John Murphy		Vacancy (2)
Thomas Scalese		
James Quinn		
Robert Richards		
Robert Sullivan		
Roland LaChance		
Edward Duffett		
Vacancy (2)		

HIGH SCHOOLS

Rindge	**Football**	**High & Latin**
Edward Fratto — Hd. Coach	$1,200	John Noble — Hd. Coach
John Powers — Asst. Coach	600	Peter Budryk — Asst. Coach
Joseph Cincotta — Asst. Coach	600	Richard Fusco — Asst. Coach
		James Coady — Asst. Coach
Rindge	**Basketball**	**High & Latin**
Edward Culhane — Hd. Coach	$1,000	Paul Lyons — Hd. Coach
Richard Calnan — Asst. Coach	600	John Balfe — Asst. Coach
Robert Richards	600	Edward Fratto — Asst. Coach
Rindge	**Baseball**	**High & Latin**
Lawrence Gibson — Hd. Coach	$1,000	James Foley — Hd. Coach
Eugene Zubrinski — Asst. Coach	600	John Caulfield — Asst. Coach
Daniel Gearty — Asst. Coach	600	Bernard Duffy — Asst. Coach
Rindge	**Hockey**	**High & Latin**
Richard Kelley — Hd. Coach	$1,000	James Fitzgerald — Hd. Coach
John C. Powers — Asst. Coach	600	George Boudreau
	Track and Cross Country	
Rindge		**High & Latin**
William Reagan — Hd. Coach	$1,200	Joseph McDavitt — Hd. Coach
Asst. Coach — vacancy	600	
	Golf	
Rindge		**High & Latin**
Edward Conrad	$8 per day	James Landrigan
	Tennis	
Rindge		**High & Latin**
Martin Tierney	$8 per day	Alan Cohen
	Physicians	
Robert Driscoll, M.D.	$1,100	Charles Brusch, M.D.
	Faculty Managers	
John J. Terry	$1,300	John Reardon

Director of Athletics

Joseph A. Kozlowsky $1,200 per year

Girls' Athletics

Marguerite George	$1,000 per year
Mary Hyde	1,000 per year

Basketball

Vocational School for Boys

Charles Stead $350

Swimming

Stacy Wilks	$9.50 per day
Brenda Joyce	9.50 per day
John J. Murphy Jr.	9.50 per day
Thomas Kenney	9.50 per day

Locker Room Attendants

Timothy F. Carney	Rindge	$5.00 per day
Barbara VanDell	War Memorial	6.00 per day
John Toomey	War Memorial	6.00 per day
Thomas Mullaney	Harrington	6.00 per day
Joseph Bourdeau	Fitzgerald	6.00 per day
Thomas Haley	Morse	6.00 per day
Edward Duffett	Peabody	6.00 per day

On motion by Mr. Duehay it was voted on the following roll-call to adopt a recommendation of the Director of Physical Education and Athletic Activities, concurred in by the Superintendent, that Joseph Guden be appointed assistant football coach at Rindge Technical School at a stipend of $600.00 for the season: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Tabled Matters:

On motion by Mrs. Ackermann it was voted to take from the table the motion "that the Superintendent be requested to review all ratio groupings and recommend to the committee any changes that he considers necessary to make each administrator's remuneration appropriate to his responsibilities and duties. On motion by Mrs. Ackermann it was voted to amend the motion by adding "that the Superintendent to report his recommendation at the second meeting in November, 1965." It was then voted to adopt the motion as amended "That the Superintendent be requested to review all ratio groupings and recommend to the committee any changes that he considers necessary to make each administrator's remuneration appropriate to his responsibilities and duties, and that he report his recommendations at the second meeting in November, 1966."

On motion by Mr. Duehay it was voted to take from the table the motion to transmit to the City Council, the City Manager and the Planning Board the capital building program for the next five years. On motion by Mr. Duehay it was then voted to adopt this motion, as set forth below in detail: (Mr. Fitzgerald and Mr. McMahon are recorded as voting "Nay".) The rules having been suspended, a motion by Mrs. Ackermann to reconsider the foregoing vote, hoping same would not prevail, failed of adoption:

ORDERED: The School Committee, having taken into account the recommendations of the School Building Advisory Committee, a copy of which is enclosed herewith, hereby transmits its capital building program for the next five years as requested by the City Council, to the City Manager, the City Council and the Planning Board. The School Committee feels this plan reflects the minimum school construction needs over the next five years to relieve and anticipate overcrowding and to provide all the school children of Cambridge with the facilities necessary for a modern educational program. The School Committee respectfully requests prompt implementation of this program. The plan does not include the replacement of the Fletcher School, a decision which this committee feels has every high priority but which must await a final dcision on the planning of the Inner Belt:

Project	Year Project To Start	Year Architect Appointed	Date of Beginning Construction	Date of Completing Construction
1. New Putnam-Thorndike School	1965	1965	1966	1967
2. New Russell-Haggerty School	1965	1965	1966	1967
3. New Houghton School	1965	1965	1966	1967
4. Replacement of old wing at CHLS or new high school	1966	1965	1967	1968
5. Additions to Webster, Roberts and Longfellow Schools	1966	1966	1967	1968
6. New Agassiz School (closing of Lincoln) creation of new district	1967	1967	1968	1969
7. 8-room addition at M. E. Fitzgerald School	1967	1967	1968	1969
8. Refurbishing of Lincoln for School Dept. offices and storage	1969	1969	1970	1971

Awaiting Report:

Conforming to an order that she report in June on the advisability of a program for the Educable Retarded between the ages of 16 and 18 years in Occupational Training, Dr. Ruth F. Boland, Director of the Bureau of Pupil Services submitted the following report and on motion by Mrs. Ackermann it was voted to refer the report back to Miss Boland with the request that she determine how many children in the City of Cambridge would be eligible for the program recommended:

IN SCHOOL COMMITTEE

April 6, 1965

ORDERED:

That the Superintendent request Dr. Boland to study and make recommendation on the advisability of a program for the Educable Retarded between the ages of 16 and 18 years in Occupational Training.

EDWARD J. O'CONNELL
Secretary of the School Committee

RE: ABOVE ORDER

At the present time there are only seven boys and two girls attending classes for the Educable Retarded who are sixteen years of age or over.

Of these pupils, two boys have been accepted for admission to the Day class in Occupational Training at Fernald School. A third boy applied late and has not yet received word of his acceptance to the course.

One girl and one boy are being seen at the Office of Vocational Rehabilitation and plans are under way for special training programs for them.

One boy and one girl have been accepted for trial in our Vocational Schools.

One boy will work with his father in a restaurant.

One boy who will be sixteen in October is a very slow learner and will remain in the class another year.

Since there are only seven boys and two girls between the ages of sixteen and eighteen in our classes for the Educable Retarded, it does not seem advisable to establish a program in Occupational Training at this time.

RUTH F. BOLAND
Director

Conforming to an order that he present recommendation on the award for Student Accident Insurance, the Superintendent recommended renewal of the present policy to the lowest bidder, Erkman, Miller and Watt, Inc., on the basis of the coverage provided and the savings of 25¢ per pupil. On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation.

Conforming to an order that he report on the communication from the head coach of football at High & Latin School concerning additional coaching personnel, the Director of Physical Education and Athletic Activities presented the following report and on motion by Mr. Duehay it was voted to approve the report:

June 14, 1965

Cambridge School Committee,
1700 Cambridge Street,
Cambridge, Mass.

Dear Sirs and Madam:

In reference to the request for additional personnel for coaching Football at Cambridge High and Latin School, I am making the following report.

Mr. Noble's 1964 Football report shows 58 boys reporting for C.H.L.S. Varsity Football. There were four (4) coaches available, or one coach for about every fifteen (15) boys. By September 15th, seventeen (17) boys had dropped from the squad. The Freshman Football season began on September 16th, with twenty-seven (27) boys reporting and this number dropped to eighteen (18) boys by October 9th, even before the first game, which was played on October 13th. (5) additional boys dropped from the squad by November 1st, leaving a total of thirteen (13) Freshman boys out for Football until the end of the Freshman season on November 9th. There were forty-five (45) Varsity players on the squad as of October 6th, 1964 and forty (40) boys remained until the end of the season.

In Mr. Noble's table of comparisons, I am sure he inadvertently failed to show that Cambridge has four (4) Football coaches for grades 7 and 8, or Junior High level, while he included Newton South and Winchester Junior High (grades 7-8-9) coaches in his tabulations under grades 9-12 instead of grades 7-12. This correction would show Cambridge Latin as having a total of eight (8) coaches instead of four (4) coaches for grades 7-12.

All Cambridge High and Latin Football: Varsity, Junior Varsity, and Freshman is practiced at Russell Field. The Head Coach of Football can assign his assistants in any way he wishes. The teaching load is about fifteen (15) pupils per coach.

I believe we have sufficient football coaches at Cambridge High and Latin School for the numbers participating.

Sincerely,
JOSEPH A. KOZLOWSKY - DIRECTOR

NEW BUSINESS

Mr. Fitzgerald moved that whereas Cambridge public schools will have been in session the required 180 days on June 23, 1965, that all Cambridge public schools session be terminated on June 23, 1965. A motion to suspend the rules for the purpose of acting on this motion, prevailed on the following roll-call: Mrs. Ackermann, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Duehay voting "Nay". On the following roll-call it was voted not to adopt Mr. Fitzgerald's motion to close schools on June 23, 1965: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay".

The Superintendent recommended that the following named persons be appointed as teachers for "Head Start" from June 28, 1965 to August 20, 1965, said appointments being contingent upon the need to man ten (10) preschool centers, at a stipend of $1040.00 for the period:

Miss Diane Beatrice
Mrs. Joan Isenberg
Miss Margaret Carey
Mrs. Eloise Forte
Mrs. Judith Higley
Mrs. Kathleen Kelley
Miss Marlene Klimek
Mrs. Madeline Murphy
Miss Carolyn Watts
Miss Lorraine Verrier

On the following roll-call it was voted on motion by Mr. McMahon to adopt the Superintendent's recommendation on the appointment of teachers for "Head Start": Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald and Mr. Olesen "Present". A motion to suspend the rules for the purpose of moving reconsideration, by Mr. Duehay, prevailed on the following roll-call: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald and Mr. Olesen voting "Nay". Mr. Duehay moved reconsideration on the vote appointing teachers for "Head Start". A motion to adjourn by Mr. Fitzgerald, failed of adoption on the following roll-call: Mr. Fitzgerald voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Nay". Action came on Mr. Duehay's motion to reconsider, hoping same would not prevail. The motion "to reconsider" failed of adoption.

On motion by Mr. Olesen it was voted to recess until June 29, 1965 at 7:30 p.m.

RECESSED:

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, September 7, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Because of the illness of the Secretary of the School Committee, it was voted to adopt a motion by Mr. Fitzgerald that Mr. John McCarthy, Secretary to the Superintendent of Schools be appointed temporary secretary to the School Committee. Committeeman Fitzgerald administered the oath of office to the Acting Secretary of the School Committee.

On motion by Mr. Solomons it was voted that the School Committee express to the Secretary of the School Committee, Mr. O'Connell, their sincere wishes for a speedy recovery from his illness.

Having filed the proper notice required by the rules, Mr. McMahon moved reconsideration of the vote taken at the meeting of June 15, 1965, recessed to and adjourned on June 29, 1965 adopting the motion "That the Director of the Bureau of Pupil Services, Miss Boland, conduct a follow-up of her report submitted at the meeting of June 15, 1965, to include a study of those who have left the special class in the last five years and determine what they are presently doing." On the following roll-call the motion to reconsider failed of adoption: Mr. Fitzgerald and Mr. McMahon voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Nay".

Having filed the proper notice required by the rules, Mr. McMahon moved reconsideration of the vote taken at the meeting of June 15, 1965, recessed to and adjourned on June 29, 1965 adopting the following order:

> "Ordered that the position of Assistant Headmaster of High and Latin School be declared vacant and be filled as of July 1, 1966 that, in accordance with the rules, the Superintendent of Schools appoint an examining board no later than the first meeting in October, 1965, to examine candidates for said position; that the Superintendent of Schools and his staff take suitable action to search out capable educators both within and outside the Cambridge School Department who qualify for the post under the rules of the School Committee and to encourage them to apply for the position; that the examination be held no later than Feb. 10, 1966 and that there be a period of at least 12 weeks between the announcement of the examination date by the examining board and the actual date of the examination, during which time applications can be received; that the Superintendent take particular care in pointing out the rules of the Cambridge School Committee regarding the examining board's assignment of its 25 points; that the Superintendent of Schools nominate to the School Committee a person to carry out the duties of acting assistant headmaster of High & Latin School during the 1965-1966 school year."

on the following roll-call the motion "to reconsider" the foregoing vote, failed of adoption: Mr. Fitzgerald, Mr. McMahon and Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Solomons and Mayor Crane voting "Nay".

On motion by Mr. Fitzgerald it was voted that the minutes of the regular meeting of June 15, 1965 (recessed and adjourned on June 19, 1965) be laid on the table.

A communication was received from Mrs. Rita P. Murphy, permanent part-time junior clerk-typist assigned to the Longfellow School, advising that because of family reasons she will be unable to return to her duties at the Longfellow School this fall. On motion by Mr. Duehay it was voted that the secretary determine from Mrs. Murphy if we are to consider this communication her formal resignation.

On motion by Mr. Olesen it was voted that Mary C. Andrews, permanent part-time junior clerk-typist assigned to the Harrington School, be granted leave of absence without stipend for a period of six months from September 1, 1965.

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

The Superintendent reported receipt of notification from the Department of Education, Division of Vocational Education, advising that they have been authorized to release the amount of $42,250.34 to the City of Cambridge for the year ending June 30, 1964 for maintenance of State-aided Vocational Schools.

The Superintendent reported that he has received authorization from the Commissioner of Education for the expenditure of $10,608.00 for purchase of equipment for Technical Vocational Program on a 50% basis in accordance with the provisions of the Vocational Act of 1963 for the fiscal year 1965-1966.

The Superintendent notified the committee of the marriage of Barbara E. Ferguson teacher at the Russell School, to Jerome Underwood, and that her name will now appear on our records as Barbara E. Underwood; that Helen Lois Rosenstein, teacher at the Elementary French Program, was married to David A. Bailen and her name will now appear on our records as Helene Lois Bailen; that Mary J. Tramontozzi, teacher at the Harrington School was married to Walter J. Mroz and her name will now appear on our records as Mary J. Mroz; that Jane P. Pontius, teacher at the Webster School was married to Stanley L. Mathes and her name will now appear on our records as Jane P. Mathes; that Christine A Splaine, teacher at the High & Latin School was married to William G. Newman and her name will now appear on our records as Christine A. Newman; that Rhoda Kfare, Kindergartner at the Houghton School was married to Gary H. Posner, and her name will now appear on our records as Rhoda Posner.

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that Peter Nelligan, teacher at the Abraham Lincoln School, be granted Military Leave of Absence without loss of salary from October 18, 1965 through October 29, 1966. Mrs. Ackermann is recorded as voting "Nay".

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that the following school calendar for the school year 1965-1966 be approved:

First Term: September 9, 1965 to December 23, 1965	72 days
Second Term: January 3, 1966 to February 18, 1966	35 days
Third Term: February 28, 1966 to April 15, 1966	34 days
Fourth Term: April 25, 1966 to June 24, 1966	43 days
First Term: September 8, 1966 to Dec. 23, 1966	184 days

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that Cascade School Supplies Co., North Adams, Mass., being the lowest responsible bidder to have met specifications be awarded the contract for furnishing pupil's desks and chairs at a total price of $5.679.78: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that Milton Bradley Co., Springfield, Mass., being the lowest responsible bidder to have met specifications, be awarded the contract for furnishing tablet arm chairs at a total price of $1,590.00: and further that Milton Bradley Co., Springfield, Mass., being the lowest responsible bidder to have met specifications, be awarded the contract for furnishing straight back chairs at a total price of $740.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

Bids for furnishing carpeting for the administrative offices were presented without recommendations, and there being only one bidder it was voted to adopt a motion by Mr. Fitzgerald that all bids be rejected.

The Superintendent presented the resignations of the following teachers and on motion by Mr. Solomons it was voted that these resignations be accepted:

Putnam School	Joyce Redling	Sept. 1, 1965
Phys. Ed. Dept.	Joseph J. Cincotta	Sept. 1, 1965
Phys. Ed. Dept.	Charlotte F. Distel	Sept. 1, 1965
Peabody School	John T. Halligan	Sept. 1, 1965

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that teachers certified by the Staff Council on Personnel Development as having acquired the necessary increment credits be awarded salary increments as provided by the rules of the School Committee: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Fitzgerald it was voted that the bond on the contract awared to Samuel Lamkin shall be in the penal sum of $20,400.00 covering a three year period, with the provision that the Contractor execute annually, prior to September 1 each year a bond for a one-year period for the sum of $6800.00 which represents one-third of the total for the three year period, said bond having been approved by The City Solicitor: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of June 15, 1965.

It was voted to adopt a motion presented by Mr. Duehay at the meeting of June 15, 1965 "That the recommendation concerning the printing of the report of the School Building Advisory Committee, contained in the communication from the executive secretary of the Advisory Committee be adopted."

It was voted to adopt a recommendation of the Superintendent to place on the table until the next meeting a proposed amendment to the rules presented by Mrs. Ackermann "That the School Committee record itself in favor of waiving tuition fees for children of members of the faculty of the Cambridge School Department".

Awaiting Report:

Conforming to an order that he review and report on the petition from the Cambridge Chapter of Retarded Children, the Superintendent submitted the following report and on motion by Mrs. Ackermann it was voted that a copy of the report be sent to the Cambridge Chapter of Retarded Children:

September 7, 1965

— IN SCHOOL COMMITTEE —

ORDERED: June 15, 1965 — That the petition received from the Cambridge Chapter of Retarded Children be referred to the Superintendent for review and report at the first meeting in September, 1965.

In compliance with the above Order I desire to submit the following report:

(1.) Provision for a full school day for the trainable classes can be provided for those trainable children who are considered capable of profiting thereby. Determination of capability would be on the bases of recommendation by the teacher, the school psychologist and the Director of the Bureau of Pupil Services.

(2.) The skills and resources of special teachers of speech, physical education and music have been provided on a regularly scheduled basis.

According to the curriculum of the State Department of Education Arts and Crafts must be provided for all Special Classes. All Special Class teachers are certified to and do teach Arts and Crafts.

Both psychological and psychiatrist services are provided for all children who attend the Cambridge Public Schools.

(3.) Conferences with parents are scheduled and parents notified. Special conferences are scheduled in individual cases at the request of teacher or parent.

Special Class teachers have been developing a report card format to indicate areas of pupil strength and of weakness. Distribution is planned during the school year 1965-66.

(4.) The trainable class conducted at the Roberts School during 1964-1965 because of space limitations has been transferred to a room on the first floor at the Longfellow School effective September 9, 1965.

(5.) The summer recreational program is under the jurisdiction of the Recreation Department. The request for a similar program of recreation on Saturday when schools are not in session should be the concern of the Recreation Department.

(6.) As representatives of the Cambridge Chapter of Retarded Children were informed after the last School Committee meeting in June. retardates, because of the small number of pupils in each class of Operation Headstart and the provision for adult personnel on a ratio of 1 to 4, could be included. For the summer program direct communication from the Superintendent to the parent was provided for all known retardates and attendance was encouraged. That policy will be continued.

JOHN M. TOBIN
Superintendent of Schools

Conforming to an order that he implement such of the Athletic Director's recommendations as he feels the School Committee should take action on, the Superintendent presented the following report. Mr. Duehay moved adoption of the Superintendent's recommendation. Mrs. Ackermann moved to amend the recommendations by striking out the recommended increases in admissions and that the Superintendent consider reducing the present admission fees. It was voted to place this matter on the table.

June 15, 1965

ORDERED:

That the Superintendent bring in to the next regular meeting plans to implement such of the Athletic Director's recommendations as he feels the School Committee should take action on.

At the request of the Superintendent, the Director of Physical Education has submitted this report:

Dear Mr. Tobin:

In view of the proposals for the building of new schools it would not be practical to make costly physical education improvements in the schools that are under consideration for replacement.

1. It would be possible to improve our Physical Education Program with better facilities at the Webster, Longfellow, Roberts, Cambridge High and Latin School and Rindge Technical School as follows:

   Roberts School — needs a larger gymnasium, improved shower and locker room facilities and additional outdoor play area.

   Longfellow School — needs a larger gymnasium, shower and locker room facilities and additional outdoor play area.

   Webster School — needs a gymnasium, shower and locker room facilities and additional outdoor play area.

   Cambridge High and Latin School — needs outdoor play area.
   Rindge Technical School — needs outdoor play area.

2. Our testing program has shown that our students need improvement in arm and shoulder strength. The installation of Horizontal Bars (3 levels) in each school yard would be very helpful in improving arm and shoulder strength.
   We would require seventeen (3 level) horizontal bars. These bars cost between $50 and $75 each plus cost of installation.

3. I am recommending that time be allotted for physical education classes for grades eleven and twelve at Rindge Technical School, Cambridge High and Latin School, and for all the boys at the Vocational School for Boys. With the exception of some swimming and participation in the athletic programs, we do not have any physical education in grades eleven and twelve, for the boys and girls at Cambridge High and Latin School, the boys at Rindge Technical School and Vocational School for Boys.

   To implement this program, it would be necessary to hire two additional teachers, one male and one female.

   The dividing partition in the Rindge Gymnasium would have to be repaired or replaced.

   Rindge lockers would have to be repaired and 500 locks would have to be purchased.

4. To insure better protection:

   a. The locker room at Rindge Technical School should be partitioned by chain-link wire to separate regular physical education class lockers and team lockers from those used by outside groups.

   b. Visiting Team locker room at Rindge should have lockers and seats.

   c. Forty more locker baskets are needed for the girls' locker room in the M. E. Fitzgerald School.

5. Recommended changes for Football Admissions:

Students	$.40 for tickets bought at school from present $.30
All	.75 for tickets bought at gate from present $.30 & $.60

For Thanksgiving Day Game

Students	$.75 for tickets bought at school from present $.60
All	$1.25 for tickets bought at Field. .75 for children under 10 years of age.

   The present price is $.60 for students and $1.80 for adults.

6. I recommend continuing the policies now in effect and the adoption of the following:

   A boy will not take part in a contact sport without wearing the full protective equipment issued by the school.

   A student who drops out of one sport will not be permitted to join another athletic team in the same season without the mutual consent of the coaches involved.

Very truly yours,

JOSEPH A. KOZLOWSKY

The Superintendent recommends action as indicated for each section of this report:

1. Refer to the School Building Advisory Board for study and report.
2. Refer to Buildings and Grounds Sub-Committee.
3. Recommend that Physical Education classes at grades eleven and twelve level be placed on an elective basis as soon as feasible after the opening of school in September, 1965.

   Further implementation should be referred to the Budget for fiscal 1966.
4. Recommend approval and allocation of necessary funds.
5. Recommend approval.
6. Recommend approval.

JOHN M. TOBIN
Superintendent of Schools

Conforming to an order that he present his recommendations on proposal to place the major subject matter areas of Language Arts, Mathematics, Science, Language and Social Studies under one person, the Superintendent presented the following report. Mrs. Ackermann moved adoption of the report. Mr. Solomons placed objection against action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules:

— IN SCHOOL COMMITTEE —

June 1, 1965

ORDERED:

That the Superintendent submit his recommendations at the first meeting in September, 1965, on the proposal to place the major subject areas of Language Arts, Mathematics, Science, Language and Social Studies under one person.

At this time I would like to recommend strengthening two areas in our organizational structure:

a. Liaison between the elementary and the secondary schools.
b. Augmentation of the curriculum committee to include specialists in each major subject-matter area to conduct the research, review and continuing updating of the curriculum.

I do not in any way imply that there has not been continuing effort and effective results in these two areas. On the contrary, assumption of added responsibilities by teachers and staff members is a source of personal pride. I shall continue to seek their assistance.

However, research in education is constantly increasing as funding from foundations and from government has improved. New federal legislation will heighten both the tempo and the resulting publications.

It is no longer feasible or efficient to expect our personnel, however much dedicated, to carry this extra burden in addition to a basic assignment which of itself is becoming more complex.

During the past year the School Committee has suggested a survey in the areas of elementary science and of libraries in the elementary schools. Reports submitted at that time have made reference to this proposal which I am recommending:

I propose that:

a. The positions of Director of
   1. Language Arts
   2. Mathematics
   3. Science
   4. Social Studies
   5. Language

   be authorized.

b. That the following areas be brought within the jurisdiction of these departments :
   1. Latin and Elementary French within the Language Department
   2. Oral English within the Language Arts Department.

Certain advantages will accrue:

a. The new Directors, together with those already established, will provide continuity in curriculum in all major subject areas from Kindergarten through Grade 12.
b. The Directors will have the time for research, review and improvement of curriculum at all grade levels.
c. The Directors will provide the nucleus of the Curriculum Committee and serve both as resource personnel in their own specialized field and as coordinators of the entire curriculum.
d. The new Directors will provide the supervision and assistance in the basic subjects in the elementary schools which are now provided by Directors in other areas of specialization.

In the beginning, it is my recommendation that this proposal be implemented in only two major areas, Mathematics and Social Studies, and that our experience in these areas determine the most effective and efficient means for expansion to the remaining three.

During the past year, members of the Social Studies Departments at both our high schools have been meeting once a week to develop revisisons of our curricula at secondary level. In the elementary school likewise a committee has completed a revised course of study for the primary grades and is well advanced in a course of study for the upper grades.

Presently the position of Head of the Social Studies Department at High and Latin School is open. Mr. Vincent O'Connell, the Head of this Department at Rindge has been acting in this position in addition to his regular assignment. Mr. Edmonds continued his effectiveness in curriculum development after his promotion to Master of the Putnam School.

But each of these men holds a basic assignment which is demanding, one as a Master of an Elementary School and the second as Head of a Department.

Throughout the country, funding has been made available for research projects in this area. Locally Professor Donald Oliver of the Harvard Graduate School of Education, the Social Studies Department of Educational Services Inc., and Mr. Joseph Grannis of the Harvard School of Education have separate projects underway.

In mathematics much has been accomplished within the Cambridge School Department at the elementary level in curriculum revision, in in-service workshops, and in experimental programs in "modern" mathematics. As the Committee is aware, we are indebted to Mr. Louis Fougere as Chairman and to the members of his committee for this progress. Massachusetts law will require Mr. Fougere's retirement in June, 1966. At secondary level we have seen a more gradual change in curriculum. But results on student examinations have proven the wisdom of this approach. Mr. Albert Sateriale is, to the sorrow of each of us and to those pupils who have had or hoped to have him as a teacher, planning to retire this year as Head of the Mathematics Department at High and Latin. Mr. Joseph Sateriale, an experienced and highly competent teacher, has only recently been appointed as Head of the same department at Rindge.

In summation, I would point out that Social Studies and Mathematics have been chosen because they are the two areas where great changes are taking place that will affect our curriculum structure and pedagogical approach. They are also the areas where personnel changes have, or will shortly have, the greatest impact.

The Superintendent recommends that:

1. The positions of the Director of each of the following areas be established immediately:
   a. Mathematics
   b. Social Studies
2. The positions of Director of each of the following areas be considered for establishment next year:
   a. Science
   b. Language Arts
   c. Language
3. The salary schedule be that of the Directors presently appointed.
4. The duties be those recommended for Directors in the Administrative Survey of April 1, 1963.
5. That Rules of the School Committee which establish requirements for the position of Departmental Directors Chapter VIII, Sect. 19 shall apply in every respect except that:

   "Candidates for the position of Director of Mathematics, Social Studies, Science, Language Arts and Language shall as a minimum possess from an accredited college or university:

   a. A Bachelor's degree with a major in the applicable specialized field plus
   b. A Master's degree.
   c. Graduate courses must include a minimum of 15 semester hours credit in the applicable specialized field, six semester hours in administration.

   Candidates must have completed at least seven years of experience as a regular teacher or as a department head in the applicable specialized field.

   Candidates must be certified by the Massachusetts State Department of Education in the applicable specialized field."

6. Terms of employment would include
    a. an eleven-month year
    b. an eight-hour day
7. Implementation of the proposal be limited to positions of Director of Social Studies and Director of Mathematics for a period of one year from the date of these two appointments.
8. The following procedure is suggested for the hiring of these Directors:
    a. The applicants will be screened by the Board of Examiners.
    b. The Board of Examiners will then make its recommendation to the Superintendent.

JOHN M. TOBIN
Superintendent of Schools

NEW BUSINESS

There being no objection the chairman ordered placed on the "calendar" a motion by Mr. McMahon that the winter sessions of project Headstart will start on or about Oct. 1, 1965 in inadequate temporary quarters at the Rindge Field shelter, Jefferson Park, Thorndike, Harrington, Webster, Houghton and Roberts School, I move that the School Building Advisory Committee be requested to consider the advisability of adding new sections to the present school building, or building appropriate structures which would house the children in the program Project Head Start, and further, that they report their findings and recommendations to the School Committee as soon as possible.

On motion by Mr. McMahon it was voted that the architects for the proposed new Houghton, Russell-Haggerty and Putnam-Thorndike schools take into consideration the need for pre-school rooms when planning the new structures.

On motion by Mr. Duehay it was voted that the City Manager be invited to be present at the next regular meeting of the School Committee for the purpose of discussing the matter of engaging architects for the three proposed new schools.

It was voted to convene in executive session.

EXECUTIVE SESSION

On motion by Mr. Duehay it was voted to refer to the Board of Examiners for report and recommendation a petition received from Mary C. Murphy, newly appointed teacher, requesting that her appointment salary be reviewed in view of the seven years of teaching experience acquired before her appointment.

A petition was received from Ralph M. Lewis, 7 Manning Street, Lexington, Mass., a former resident of Cambridge, requesting that his son be admitted to High & Latin School without payment of tuition. On motion by Mrs. Ackermann it was voted that Mr. Lewis be notified that the rules of the Cambridge School Committee provide that all non-resident pupils may be admitted only upon payment of tuition.

The Superintendent recommended that George R. Greenidge be appointed a teacher and assigned to the Department of Physical Education under the amended rules at a salary of $5300.00 per year, effective September 1, 1965. On motion by Mr. Solomons it was voted on the following roll-call to suspend the rules for the purpose of taking action on this recommendation at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". On motion by Mr. Solomons it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Solomons to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Solomons it was voted to adopt a recommendation by the Director of Athletics, Mr. Kozlowsky, concurred in by the Superintendent, that George R. Greenidge be appointed Assistant Coach of Football at Rindge Technical School at a salary of 600.00 for the season. The rules having been suspended a motion by Mr. Solomons to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

The Superintendent recommended that Paul J. Murphy, teacher at Rindge Technical School, be transferred to Guidance Counselor in the Bureau of Pupil Services and assigned to Rindge Technical School at a salary of $7900.00 per year, effective September 1, 1965; that Mary Louise Sullivan, teacher at High & Latin School, be transferred to Guidance Counselor in the Bureau of Pupil Services and assigned to High & Latin School at a salary of $7300.00 per year, effective September 1, 1965. On motion by Mr. Olesen it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

The Superintendent presented the following recommendation relative to the establishment of the position of Program Coordinator:

ESTABLISHMENT OF THE POSITION OF PROGRAM COORDINATOR

Federal and State programs which provide monetary reimbursement for educational activities of cities continue to multiply and become more complicated in their application and format.

Requisite to almost every program is time consuming attendance at meetings, coordination with representatives of other educational institutions, and consultations with federal and state departments and with committees representative of citizens of the community.

Inherent in each of the programs is a basic dependence upon education as the key to the betterment of the citizenry.

Presently in operation are:

a. The National Defense Education Act. (Public Law 864) which provides reimbursement in the areas of science, mathematics, modern language, the language arts, social studies, and guidance.

b. The Vocational Education Act which reimburses expenses for vocational courses.

c. Public Law 874 which allocates funds for pupils whose parents are employees of federally controlled units.

d. The Economic Opportunity Act. with emphasis on the education of the culturally handicapped.

e. The Manpower Development Training Act. which provides funds for training and retraining.

f. The Elementary and Secondary Education Act with provisions for classes for culturally handicapped; purchase of library books, textbooks and audio-visual material; coordination with local universities in the establishment of model classes and in research.

g. State reimbursement for adult education classes.

There must be considered also applications to Foundations for the funding of programs which meet the purpose for which such grants are available.

In each instance the amount of funds available to benefit our pupils and our adult population is extensive. But to qualify there is essential a very detailed understanding of the provisions of each category, a precise knowledge of the format to be used, considerable time and effort in the planning, necessary consultation with specialists and participation in conferences and meetings.

Personal experience with only one of these programs, the Economic Opportunity Act, has indicated the extended allocation of time which has been required of the staff of the Superintendent's office. Committee meetings have been on an average of two or three a week, both during the day and in the evening. Conferences with individuals concerned with various aspects of the program have taken additional time during the regular work day.

The resulting work load on the staff of this office has become far greater than could be anticipated. In the interest of efficiency, additional assistance is necessary.

Funds for the position would be available through allocations for supervisory personnel provided in approved programs under Federal and State Programs.

Reimbursement to the School Committee under Public Law 864 and 874, and to the General Fund of the City under the Vocational Education Act, the Manpower Development Training Act, the Elementary and Secondary Education Act, the Economic Opportunity Act, and related laws will benefit the programs of the School Department and the taxpayers of Cambridge in direct proportion to the amount of time an employee can devote to these specific programs.

The Superintendent recommends that the School Committee establish the position of Program Coordinator, whose responsibility will be the planning, coordination and implementation of all federal and state programs which provide funding and/or reimbursement to the City of Cambridge or to the School Department.

1. Specific duties will include:
   a. To provide to the School Committee detailed information on the specifics of all such programs.
   b. To represent the School Department at all conferences and meetings with official representatives and citizen committees established for such programs.
   c. To plan programs for submission to the School Committee.
   d. To prepare in approved format the necessary applications to the agencies concerned.
   e. To implement the programs which are approved.
   f. To supervise and evaluate the programs which are conducted.
   g. To act as interim supervisor of the Boys' Vocational School.

2. Qualifications:
   a. Master's Degree in Education from an accredited college or university.
   b. Minimum of seven years as a teacher, school administrator or combination thereof.
   c. Certification by the State Department as Head of the Boy's Vocational School.

3. Salary:

   The salary schedule of the Program Coordinator will be that established for the Assistant Headmaster and the Elementary School Master.

4. Terms of employment:
   a. An eight-hour day.
   b. An eleven-month year.

It was unanimously voted to suspend the rules for the purpose of taking action on the Superintendent's recommendation relative to establishing the position of Program Coordinator. On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation that the position of Program Co-Ordinator be established: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent recommended that Donald A. York, teacher at the Harrington School be transferred to the position of Program Co-ordinator and placed on the salary schedule of a Master of Elementary Schools, effective September 1, 1965. On motion by Mr. Olesen it was unanimously voted to suspend the rules for the purpose of taking action on the Superintendent's recommendation that Donald A. York, teacher at the Harrington School, be transferred to the position of Program Co-ordinator and placed on the salary schedule of Elementary Master effective Sept. 1, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent recommended that Marie E. McCabe, teacher at the High & Latin School, be appointed Acting Assistant Headmaster at High & Latin School without change in salary until such time as a permanent appointment is made as the result of the forthcoming examination for this position. The rules having been suspended, it was voted on the following roll-call to adopt a motion by Mr. McMahon to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea."

It was voted to convene in regular session.

It was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

JOHN J. McCARTHY
Acting Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, September 21, 1695

Regular Meeting

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Mr. McMahon requested that the minutes of the meeting of September 7, 1965 be corrected by changing in his motion offered under the new business the words "in adequate temporary quarters" to "in inadequate temporary quarters". It was further agreed to correct the minutes of the meeting of September 7, 1965 by incorporating the sentence "Committeeman Fitzgerald administered the oath of office to the Acting Secretary of the School Committee."

On motion by Mr. McMahon it was then voted to approve the minutes of the meeting of September 7, 1965 as corrected.

The following communication was received from the City Manager:

September 15, 1965

Hon. Edward A. Crane
Chairman
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mayor Crane:

I have the letter of September 13, 1965 requesting me to appear at the next regular meeting of the School Committee on September 21, 1965.

I regret I shall be unable to attend that meeting because of a previous long term commitment to attend the International City Managers' Convention at Montreal, Canada, which will be in session on that date. I shall be glad to attend the next regular meeting of the School Committee which I believe will be held on Tuesday, October 5, 1965.

Please be assured that the architects working on the three new schools: the Houghton, the Russell-Haggerty and the Putnam-Thorndike, are about the work of preparing the preliminary plans for sites. As soon as these are ready for consideration of approval by the School Committee we shall be glad to present them.

Yours very truly,
JOHN J. CURRY
City Manager

On motion by Mr. Duehay it was voted to invite the City Manager to the next regular meeting of the School Committee, October 5, 1965, for the purpose of discussing the matter of the three proposed new schools.

There being no objection the chairman ordered placed on a file a communication from Donald A. York thanking the committee for appointing him Program Co-ordinator.

On motion by Mr. Fitzgerald it was voted to make part of the minutes the following communication from the City Solicitor relative to a petition by Mae E. Sullivan, former teacher at the High & Latin School requesting reconsideration of her application for retirement by the Retirement Board:

September 20, 1965

Mr. Edward J. O'Connell
Secretary of the School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Re. Mae E. Sullivan

Dear Mr. O'Connell:

The School Committee requested an opinion as to whether Miss Sullivan's application for retirment can be reconsidered by the Retirement Board.

In 1961, Miss Sullivan applied for retirement under the Teachers Retirement System on the basis of superannuation. She did not at this time claim disability. Before action was taken by this Board, she wthdrew her application.

In 1964, Miss Sullivan filed an accident report with the Teachers Retirement Board, apparently related to her fall at the School, but did not renew her claim under this System.

The records of the Cambridge Retirement Board indicate that on January 28, 1965 an application for retirment as a veteran under General Laws, Chapter 32, Sec. 58 has been received from Mae E. Sullivan, School Department - 45 years of creditable service. It was voted to honor the above application and to calculate the retirement allowance.

The minutes of the meeting of the Cambridge Retirement Board of February 24, 1965 indicate "Following are the calculations and amount of retirement allowance to Mae E. Sullivan, School Department, under Sec. 58, effective date January 31, 1965 - Veteran 45 years creditable service - 65% x $9,000 = $5,850.

Additionally as a veteran, Miss Sullivan was paid her accumulated total deductions because she had chosen to retire under the provisions of General Laws, Chapter 32, Sec. 58. She signed a waiver on the back of Form 10, copy of which is enclosed.

Since Miss Sullivan had elected to retire as indicated she waived all her rights whatever they may be, under Chapter 32, Sections one to twenty-eight inclusive.

There is no legal basis under which Miss Sullivan may have her application for retirement reconsidered.

Yours very truly,
MOSIER B. GOLDBERG
Acting City Solicitor

(Reports and Recommendations)

On motion by Mr. Fitzgerald it was voted to approve the Superintendent's recommendation that the Evening Schools and Americanization Classes be reopened on Tuesday evening, October 19, 1965.

The Superintendent extended an invitation to the members of the School Committee to participate in the Thirteenth Annual School and Commerce Day to be held on Thursday, October 21, 1965 at the Cambridge High & Latin School.

The Superintendent reported that Aloyse P. Curren, teacher at the Agassiz School has been married to William R. Hall and her name will now appear on our records as Aloyse Hall; that Stacey A. Wilks, teacher at High & Latin School was married to Michael Frey and her name will now appear on our records as Stacey A. Frey; that Pamela Orpet, teacher at the Fletcher School was married to Leonard G. Smith and her name will now appear on our records as Pamela Smith; that Joanna F. Regione, teacher at the Harrington School, was married to Richard E. Holleran and her name will now appear on our records as Joanna F. Holleran; that Margaret E. Tierney, teacher at High & Latin School, was married to Creighton P. Wheeler and her name will now appear on our records as Margaret E. Wheeler.

The Superintendent presented a report from the Staff Council on Personnel Development relative to certification for Master Degrees as of June 1965 and August 1965 having been received by the following teachers and on motion by Mr. Olesen it was voted to make the report part of the minutes:

September 17, 1965

Mr. John M. Tobin
Superintendent of Schools
Cambridge, Massachusetts

Dear Mr. Tobin:

The Staff Council on Personnel Development herein notifies you that certification for Master Degrees as of June 1965 and August 1965 have been received for the following teachers:

June 1965 from Boston University

Paul E. Lyons	High and Latin School

from State College at Boston

William J. Doran	High and Latin School
John T. Nolan	High and Latin School
Daniel J. Kelly, Jr.	M. E. Fitzgerald School
Joseph A. Keefe	Haggerty School
Joan Petit	Abraham Lincoln School
Constance Gibbons	Roberts School
John J. Balfe, III	Russell School
James J. Coady	Webster School
John W. Noble, Jr.	Physical Education Department

from State College at Salem - Ann H. Scott - Houghton School

August 1965 from State College at Boston

John F. Burke	High and Latin School
Barbara E. Crosby	M. E. Fitzgerald School
Roland E. LaChance	M. E. Fitzgerald School
Louise E. Terry	Fletcher School
Flora Athanas	Harrington School
Jean Au Young	Houghton School
Olive Erickson	Webster School
Maryanne H. Bergeron	Physical Education Department

Shop Teacher on Tenure - Equivalency as of Sept. 1, 1965

Joseph P. Martignetti - Rindge Technical School

The above mentioned teachers are entitled to the $400 stipend effective September 1, 1965, for possessing Master Degrees or Equivalency in accordance with the rules of the School Committee.

Yours very truly,
STAFF COUNCIL
Chairman

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that the following teachers be excused from reporting for duty on the opening day of school, Thursday, September 9, 1965 because of illness:

Joseph C. Herlihy, Teacher, High & Latin School
Eileen A. Mahar, Teacher, High & Latin School
Audrey E. O'Neil, Teacher, High & Latin School
Roger F. O'Sullivan , Teacher, Rindge Technical School
James H. Foley, Submaster, Harrington School
Kathleen E. Conroy, Teacher, Longfellow School

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that the following teachers be transferred as indicated below, effective September 1, 1965:

TEACHER	FROM	TO:
Elizabeth A. MacDonald	Russell, Gr. 4	Agassiz, Gr. 4
Beverly A. Siskind	Harrington, Gr. 6	Fletcher, Gr. 5
John J. Halice	Roberts, Pre-Voc	Haggerty, Gr. 6
Joseph A. Keefe	Haggerty, Gr. 6	Haggerty-Russell-Science
Sydney Green	Peabody, Gr. 2	Houghton, Gr. 2
Mary E. McCabe	Russell, Gr. 3	Houghton, Gr. 3
Paula Falloni	Fletcher, Gr. 4	Longfellow, Gr. 5
Richard T. Kelley	Haggerty, Gr. 7	Morse-Webster, Science
Albert J. Brooks	Fletcher, Gr. 7	Thorndike, Gr. 8
Joseph A. Colannino	Morse, Gr. 6	Harrington A. T. Class

The Superintendent presented a communication from Edward F. Cassidy, teacher at Rindge Technical School, advising that he will reach compulsory retirement age on November 14, 1965 and requesting that he be permitted to complete the present school year, June 1966. The Superintendent recommended that the petition be granted and on motion by Mr. McMahon it was voted to request the Teachers' Retirement Board for permission to continue the service of Mr. Cassidy until the end of the present school year, June 1966.

The Superintendent recommended that in addition to sums previously appropriated the following amounts be appropriated to the Schedules indicated:

Schedule D-17 Motor Vehicle Parts	$ 100.00	
Schedule F-7 Non-Contributory Pensions	35,000.00	
Schedule G-7 Furniture & Fittings	2,800.00	
		$37,900.00

— said sum of $37,900.00 to be provided by transfer from Schedule A-1 Permanent Employees. On motion by Mr. Fitzgerald it was voted by roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mayor Crane voting "Yea"; Mr. Solomons "Absent".

Assistant Superintendent Hockman presented bids for furnishing Library Tables, Library Side Chairs and Magazine Racks and recommended that a contract be awarded to the lowest responsible bidder, Standard Wood Products Jos. P. Chalpin, Rep., 225 Wachusetts Avenue, Arlington, Mass., at a total price of $2,673.00. On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Assistant Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen and Mayor Crane voting "Yea"; Mr. Solomons "Absent".

REPORTS OF COMMITTEES

On motion by Mrs. Ackermann it was voted on the following roll-call to approve the reports of the Committee on Buildings & Grounds dated August 11, 1965, September 18, 1965 and September 20, 1965 as set forth below in detail, and adopt the recommendations contained therein: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

COMMITTEE ON BUILDINGS & GROUNDS

Meeting of Wednesday, Aug. 11, 1965

Present: Mr. Fitzgerald, Chairman
Mr. Duehay
Mr. Solomons

Acting in accordance with authority granted by the School Committee at the regular meeting of June 15, 1965 (recessed and adjourned on June 29, 1965) it was voted to award a contract for repairs and renovations to the steam line at High & Latin and Rindge Technical School to the lowest responsible bidder. Walter J. Roche Co., of Cambridge at price of $15,500.00.

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

COMMITTEE ON BUILDINGS & GROUNDS

Meeting of Saturday, Sept. 18, 1965

Present: Mr. Fitzgerald, Chairman
Mr. Duehay
Mr. Solomons

The following communication was received from the City Manager:

Mr. David E. Hockman
Assistant Superintendent
School Department
1700 Cambridge Street
Cambridge, Massachusetts
Dear Mr. Hockman:

I have your letter of August 16, 1965 and attach hereto report from Ralph J. Dunphy, Commissioner of Public Works, outlining the work done by the Maintenance Department in the schools for the first seven month of 1965.

We are proceeding to do the work on the showers at the Roberts School.

Yours very truly,
JOHN J. CURRY
City Manager

August 19, 1965

WORK DONE BY MAINTENANCE DEPARTMENT FOR THE FIRST 7 MONTH IN 1965 FOR SCHOOL DEPT.

FLETCHER SCHOOL

Master's office painted.
New partition in nurse's office painted.
Plastering.

ROBERTS SCHOOL

Thiryt classrooms painted.
Corridors washed and ceilings painted.
Five doors and stairwells painted.
Nurse's room, principal's office and clinic painted.
Lavatories and locker rooms painted.
Plastering.

HIGH AND LATIN

Rooms 101 to 116 prepared and painted as of this date Aug. 19, 1965.
Cafeteria and girls section of basement painted.
New fire exit installed in music room.
Fire damage at entrance renewed.
Replacing of floor timbers.
New plastered ceilings and walls on two floors.
New sash installed.
Windows repaired and glazed.
Floor tile damage replaced.
Repaired area painted.
G. Washington room restored from fire damage.
Auditorium washed walls.

RINDGE TECH

Repairs on doors.
Plastering on ceilings in toilets, 3 floors.
Floor tile installed in nurse's room (painted)
Five classrooms and library painted.

HAGGERTY SCHOOL

Plastering - patching.

THORNDIKE SCHOOL

New ceiling on second floor classroom.
New partition in nurse's office-painted.

FITZGERALD SCHOOL

Partition removed.
Tile floor patched.
Ceiling tiled.
Entire room painted.

HARRINGTON SCHOOL

Repairs to front doors.

HOUGHTON SCHOOL

Forty (40) combination book and storage cases made up in carpenter shop.

LONGFELLOW SCHOOL

Principal's and nurse's offices and entire first floor painted.

PUTNAM SCHOOL

Plastering

WELLINGTON SCHOOL

Repairing and replacing plyscord for windows and doors.

RUSSELL SCHOOL

Plastering and repairs made at Russell School.

The City Manager also advised that the work of installing fluorescent lighting in the Boys' Cafeteria at the High & Latin School has been completed.

Your sub-committee made a personal inspection tour of the Roberts, Fletcher, Longfellow and High & Latin School and wish to report that the repairs completed in these buildings is excellent.

It was voted to reccommend that the School Committee express to the City Manager their sincere appreciation for his fine cooperation and to the Commissioner of Public Works and City Electrician for the fine workmanship and the expeditious manner in which the many repairs were completed in the various public school buildings as indicated above.

Respectfully submitted,
JAMES F. FITZGERALD
Chairman

COMMITTEE ON BUILDINGS AND GROUNDS

Meeting of Monday, Sept. 20, 1965

Present: Mr. Fitzgerald, Chairman
Mr. Duehay
Mr. Solomons

It was voted to recommend that the Chief Custodian be requested to ascertain the approximate cost of installing aluminum doors at the Longfellow School, similar to those installed at the High & Latin School.

It was voted to recommend that Civil Serviced be requistioned for a list of persons eligible to fill one position of junior building custodian to fill the vacancy caused by the retirement of Jeremiah McCarthy.

It was voted to recommend that Civil Service be requisitioned for a list of persons eligible to fill one position of School Matron to fill the vacancy caused by the retirement of Amy A. Arnold of the Russell School.

It was voted to recommend that the Superintendent be authorized to make available a room at the Putnam School to take care of the overflow of the 6th grade.

The Chief Custodian presented the following report of repairs completed or nearly completed in the various schools during the summer vacation:

TO THE COMMITTEE ON BUILDINGS AND GROUND,
The following is a list of repairs completed, or nearly completed, in the various schools during the summer vacation:

AGASSIZ SCHOOL

Repairs to roof and gutters.
Repairs to plumbing and heating.
Installed five new classroom floors.
Installed new screens on basement windows.
Installed new plumbing in Science Room.

FITZGERALD SCHOOL

Repairs to outside doors.
Repairs to heating system.
Repairs to plumbing.
Refinish gymnasium floor.
Repair to tile floors.

FLETCHER SCHOOL

Installed new floor, vinyl asbestos, in five classrooms.
Installed new acoustical ceilings in six classrooms.
Repairs to heating system.
Repairs to plumbing.
Repairs to chain link fence.

HAGGERTY SCHOOL

Installed new fluorescent lighting in Library and Science Rooms.
Install new floors in Library and Science Rooms.
Repairs to chain link fence.
Installed metal partition in lavatories.

HARRINGTON SCHOOL
- Installed new plastic domes on roof.
- Exterior painting - outside doors and entrances.
- Resurfaced gymnasium floor.
- Repairs to heating system.

HOUGHTON SCHOOL
- Repairs to heating system.
- Repairs to floors.

LINCOLN SCHOOL
- Repairs to heating system.
- Repairs to plumbing.

LONGFELLOW SCHOOL
- Interior painting - 90% finished.
- Repairs to roof.
- Repairs to plumbing and heating.
- Repairs to electrical system.

MORSE SCHOOL
- Repairs to plumbing and heating.
- Painting exterior doors.
- Refinish gymnasium floors.
- Repairs to Locker Rooms.

PEABODY SCHOOL
- Repairs to plumbing and heating.
- Repairs to outside doors.
- Repairs to grilles in rear of building.
- Repairs to electrical system.

PUTNAM SCHOOL
- Repairs to heating system.
- Retube #1 boiler.

ROBERTS SCHOOL
- Interior of the school repainted.
- Repairs to plumbing and heating.
- New sash for windows.
- Repairs to roof.
- Installed new electrical work.

RUSSELL SCHOOL
- Installed new vinyl asbestos floors in four classrooms.
- Repairs to heating systems.
- Repairs to gutters and roofs.
- Installed plumbing for new Science Room.
- Repairs to boy's lavatories

THORNDIKE SCHOOL
- Repairs to plumbing and heating.
- Repairs to classroom ceilings.
- Repairs to boilers.

WEBSTER SCHOOL
- Repairs to heating system.
- Repairs to roof.
- Repairs to plumbing.
- Installed metal partition in lavatories.
- Installed plumbing for Science Room.

GIRLS VOCATIONAL SCHOOL

New sash and general carpentry work.
Repairs to heating system.
Exterior painting.
Repairs to roof.

HIGH AND LATIN SCHOOL

Repairs to heating.
Retube #5 boiler.
Install Domestic Science Cabinets in Science Rooms.
Complete renovation of Boy's Cafeteria - new floor, new wall paneling, painting, plumbing, new fluorescent lights.
New vinyl asbestos floors - 2nd floor, corridor, offices and classrooms.
New dimmer board to be installed in audtorium.
Complete renovating of heating system from High and Latin to Rindge Technical School.
Maintenance painters are still working in the school - have completed fifteen rooms.

RINDGE TECHNICAL SCHOOL

Painting Library and Health Suite.
Complete rewiring of electrical system.
Install new vinyl asbestos floor in Rindge Library.
Renovation of Superintendent's Office.
Renovation of store room for new switchboard.
Repairs to plumbing.
Install new batteries for fire alarm.
Repairs to outside doors.

GENERAL REPAIRS

Setting glass, painting of flagpoles, brickwork on boilers, cleaning of glass.

Respectfully submitted,
WILLIAM J. FITZGERALD
Chief Custodian

Your committee wishes to report that the work of renovating the offices of the Superintendent and Assistant Superintendents is progressing and that they will be ready for occupancy in a very short time.

Resepectfully submitted.
JAMES F. FITZGERALD
Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On the following roll-call it was voted to adopt a motion by Mrs. Ackermann, presented at the meeting of September 7, 1965 "to adopt the Superintendent's report and recommendations relative to placing the major subject areas of Language Arts, Mathematics, Science, Language and Social Studies under one person", said report being set forth in detail below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

June 1, 1965

ORDERED:

That the Superintendent submit his recommendations at the first meeting in September, 1965, on the proposal to place the major subject matter areas of Language Arts, Mathematics, Science, Language and Social Studies under one person.

At this time I would like to recommend strengthening two areas in our organizational structure:

a. Liaison between the elementary and the secondary schools.

b. Augmentation of the curriculm committee to include specialists in each major subject-matter area to conduct the research, review and continuing updating of the curriculum.

I do not in any way imply that there has not been continuing effort and effective results in these two areas. On the contrary, assumption of added responsibilities by teachers and staff members is a source of personal pride. I shall continue to seek their assistance.

However, research in education is constantly increasing as funding from foundations and from government has improved. New federal legislation will heighten both the tempo and the resulting publications.

It is no longer feasible or efficient to expect our personnel, however much dedicated, to carry this extra burden in addition to a basic assignment which of itself is becoming more complex.

During the past year the School Committee has suggested a survey in the areas of elementary science and of libraries in the elementary schools. Reports submitted at that time have made reference to this proposal which I am recommending.

I propose that:

a. The positions of Director of
   1. Language Arts
   2. Mathematics
   3. Science
   4. Social Studies
   5. Language
   be authorized.

b. That the following areas be brought within the jurisdiction of these departments:
   1. Latin and Elementary French within the Language Department.
   2. Oral English within the Language Arts Department.

Certain advantages will accrue:

a. The new Directors, together with those already established, will provide continuity in curriculum in all major subject areas from Kindergarten through Grade 12.

b. The Directors will have the time for research, review and improvement of curriculum at all grade levels.

c. The Directors will provide the nucleus of the Curriculum Committee and serve both as resource personnel in their own specialized field and as coordinators of the entire curriculum.

d. The new Directors will provide the supervision and assistance in the basic subjects in the elementary schools which are now provided by Directors in other areas of specialization. ,

In the begining, it is my recommendation that this proposal be implemented in only two major areas, Mathematics and Social Studies, and that our experience in these areas determine the most effective and efficient means for expansion to the remaining three.

During the past year, members of the Social Studies Departments at both our high schools have been meeting once a week to develop revisions of our curricula at secondary level. In the elementary school likewise a committee has completed a revised course of study for the primary grades and is well advanced in a course of study for the upper grades.

Presently the position of Head of the Social Studies Department at High and Latin School is open. Mr. Vincent O'Connell, the Head of this Department at Rindge has been acting in this position in addition to his regular assignment. Mr. Edmonds continued hs effectiveness in curriculum development after his promotion to Master of the Putnam School.

But each of these men holds a basic assignment which is demanding, one as a Master of an Elementary School and the second as Head of a Department.

Throughout the country, funding has been made available for research projects in this area. Locally Professor Donald Oliver of the Harvard Graduate School of Education, the Social Studies Department of Educational Services Inc., and Mr. Joseph Grannis of the Harvard School of Education have separate projects underway.

In Mathematics much has been accomplished within the Cambridge School Department at the elementary level in curriculum revision, in in-service workshops, and in experimental programs in "modern" mathematics. As the Committee is aware, we are indebted to Mr. Louis Fougere as Chairman and to the members of his committee for this progress. Massachusetts law will require Mr. Fougere's retirement in June, 1966. At secondary level we have seen a more gradual change in curriculum. But results on student examinations have proven the wisdom of this approach. Mr. Albert Sateriale is, to the sorrow of each of us and to those pupils who have had or hoped to have him as a teacher, planning to retire this year as Head of the Mathematics Department at High and Latin. Mr. Joseph Sateriale, an experienced and highly competent teacher, has only recently been appointed as Head of the same deprtment at Rindge.

In summation I would point out that Social Studies and Mathematics have been chosen because they are the two areas where great changes are taking place that will affect our curriculum structure and pedagogical approach. They are also the areas where personnel changes have, or will shortly have, the greatest impact.

The Superintendent recommends that:

1. The positions of Director of each of the following areas be established immediately:
   a. Mathematics
   b. Social Studies
2. The positions of Director of each of the following areas be considered for establishment next year:
   a. Science
   b. Language Arts
   c. Language
3. The salary schedule be that of the Directors presently appointed.
4. The duties be those recommended for Directors in the Administrative Survey of April 1, 1963.
5. That Rules of the School Committee which establish requirements for the position of Departmental Directors Chapter VIIII, Sect. 19 shall apply in very respect except that:

   "Candidates for the position of Director of Mathematics, Social Studies, Science, Language Arts and Language shall as a minimum possess from an accredited college or university:

      a. A Bachelor's degree with a major in the applicable specialized field plus
      b. A Master's degree.
      c. Graduate courses must include a minimum of 15 semester hours credit in the applicable specialized field, six semester hours in supervision and six semester hours in administration.

   Candidates must have completed at least seven years of experience as a regular teacher or as a department head in the applicable specialized field.

   Candidates must be certified by the Massachusetts State Department of Education in the applicable specialized field."

6. Terms of employment would include
   a. an eleven-month year.
   b. an eight-hour day.
7. Implementation of the proposal be limited to positions of Director of Social Studies and Director of Mathematics for a period of one year from the date of these two appointments.
8. The following procedure is suggested for the hiring of these Directors:
   a. The applicants will be screened by the Board of Examiners.
   b. The Board of Examiners will then make its recommendation to the Superintendent.

JOHN M. TOBIN
Superintendent of Schools

Question came on a motion presented by Mr. McMahon at the meeting of Sept. 7, 1965 that "Whereas, the winter sessions of project Head Start will start on or about Oct. 1, 1965 in inadequate temporary quarters at the Rindge Field Shelter, Jefferson Park, Thorndike, Harrington, Webster, Houghton and Roberts School, that the School Building Advisory Committee be requested to consider the advisability of adding new sections to the present school buildings, or building appropriate sturctures which would house the children in the program Head Start, and further, that they report their findings and recommendations to the School Commitee as soon as possible." Mr. Olesen moved to amend "by including other areas where Project Head Start was conducted this past summer". It was voted to adopt an amendment by Mrs. Ackermann by striking out the words "at the Rindge Field Shelter, Jefferson Park, Thorndike, Harrington, Webster, Houghton and Roberts School". It was then voted on the following roll-call to adopt a motion by Mr. Fitzgerald to refer to the Superintendent for further study and report the motion as amended "Whereas the winter sessions of Project Head Start will start on or about October 1, 1965 in inadequate temporary quarters, that the School Building Advisory Committee be requested to consider the advisability of adding new sections to the present school buildings, or building appropriate structures which would house the children in the program Project Head Start, and further, that they report their findings and recommendations to the School Committee as soon as possible."

Tabled Matters:

On motion by Mr. Duehay it was voted to take from the table a Report on Pupil Services 1964 presented by The Survey Board and a report on the same subject presented by the Superintendent of Schools. On motion by Mr. Duehay it was voted to refer these reports back to the Superintendent of Schools for further study and recommendations to implement the reports.

On motion by Mrs. Ackermann it was voted to take from the table the proposed amendment to the rules "That the School Committee record itself in favor of waiving tuition fees for children of members of the faculty of the Cambridge School Department, and that the question be referred to the Superintendent for further study." The Superintendent stated that in his opinion the School Committee should not act on each individually and that upon receipt of petition from a member of the faculty he would present the case to the School Committee for action on waiving the tuition fee. On motion by Mrs. Ackermann it was then voted that the propsed amendment be referred to the City Solicitor for opinion.

On motion by Mr. Duehay it was voted to take from the table the minutes of the meeting of June 15, 1965 (recessed and adjourned June 29, 1965). On motion by Mr. Duehay it was voted to approve the minutes of the meeting of June 15, 1965 and the recessed meeting of June 29, 1965 as presented.

On motion by Mr. Duehay it was voted to take from the table the motion to adopt the Superintendent's recommendations on the implementation of the Athletic Director's recommendations he feels the School Committee should take action on; and an amendment to the motion by Mrs. Ackermann "(by striking out the recommendation increasing admission fees and that the Superintendent consider reducing the present admission fees". Queston came on Mrs. Ackermann's amendment. Mr. Olesen moved to amend the amendment by adding "that the Superintendent consider eleminating admission fees for students to all games except the Thanksgiving Day football game". On the following roll-call Mr. Olesen's amendment failed of adoption: Mrs. Ackermann and Mr. Olesen voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay"; Mr. McMahon "Absent". On the following roll-call Mrs. Ackermann's amendment failed of adoption: Mrs. Ackermann and Mr. Olesen voting "Yea"; Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Nay"; Mr. McMahon "Absent. On the following roll-call it was then voted to adopt the Superintendent's recommendations on the implementation of the Athletic Director's recommendations he feels the School Committee should take action on, said recommendations being set forth in detail in the minutes of the meeting of September 7, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay"; Mr. McMahon "Absent".

Awaiting Report:

Conforming to an order that he report on a conference between Assistant Superintendent Edward Conley and the City Planner on plan to provide modern educational, recreational and hot lunch facilities in kindergarten through 8th grade schools, for the children now attending Agassiz and Lincoln Schools, together with a tentative date for such a plan to be enacted, the Superintendent reported that subseqent action by the School Committee at their meeting of June 15 establishing such a program makes a further report by the Assistant Superintendent superfluous since action has already been voted. On motion by Mrs. Ackermann it was voted that this report be referred back to the Superintendent, for report and recommendation on the proposed site for the proposed school.

On motion by Mrs. Ackermann it was voted to make part of the minutes the following report on questions submitted to superintendent relative to the Superintendent's report on the Cambridge public schools:

The following report is respectfully submitted in compliance with School Committee Order of May 18th relative to expanding the Report of the Superintendent in the Kiernan Ten Point Evaluation Scale.

Mrs. Ackermann - May 18th

How are academically talented selected in the 5th grade?

What is school policy with regard to finding children in grades 6 through 11 who would benefit from a more demanding "track" and in making such placements?

In the initial screening for selection of students for the academically talented classes two major criteria are used; achievement and potential. The potential is determined by an intelligence test; the achievement is based upon school record and objective tests. Each youngster to qualify must have an I. Q. of 120 and be recommended by his school. It is recognized that some students will react negatively to the increased pressure of the inevitable competition of this class. The master and teachers are able to identify these pupils. Then, a meeting is held with the parents of these students who qualify. Again, some parents do not wish their children to be involved, this is particularly true if the student must travel any great distance.

The children selected are closely observed. If a youngster is not adjusting, he is allowed to return to his regular grade.

Students in other grades, i.e. 7 or 8, may enter the program by following generally the same procedure. Tests are given in September if requested by the parent or recommended by the teacher. Those who do well are then admitted at the appropriate gradelevel, space permitting.

At the secondary level there is a change. When the pupil has completed the eighth grade, the teachers recommend the track in each subject area which the student should select. It is obvious that even a very able student may have areas where he is not as strong as in others. Thus, a student may be in the A-T class in English and Mathematics and in the regular college class in other subjects. Moreover, the students may be changed from one track to another during the year. A constant effort is made to make certain that each student is properly placed in each subject.

Does the Superintendent plan a pilot study in ungraded or team teaching? When?

Under point 7 of the Report, the Superintendent stated that Cambridge does not yet have team teaching in an ungraded school but that both were/are under discussion. No more specific information is presently available. When a decision has been reached, the Superintendent will inform the School Committee.

Attachment 3.

What other method of teaching French is used in our elementary schools? How do the children taught by the two methods compare when they reach high school?

The A-T classes are taught by a somewhat different method although basically aural-oral oriented by representatives of Language Research Inc. under the guidance of Miss Christine Gibson. This approach involves far more use of film strips and films with students repeating the sound over and over again. The M. L. A. approach is not quite so concerned with visual aids although some are utilized.

Evaluation of the two methods is difficult. In the first place the children being taught under M. L. A. have a wider range of abilities, with all children exposed to the French until a selection is possible in grade 7. The A. T. group is in fact already selective. Moreover, the A-T classes have 4 half-hour periods a week whereas the M. L. A. or regular classes meet but twice a week. Both groups will continue to be studied until an objective evaluation is possible.

Attachment 11.

"The eighth grade statistics for Harrington and Peabody apparently do not include the academically talented children. What are the I. Q. and Achievement averages for these children?"

I. Q.	Peabody	Range 120 - 140
I. Q.	Harrington	Range 120 - 130

Achievement 8.7 grade equivalency

	Peabody	Harrington
Reading	8.3 - 12.9	8.5 - 12.4
Spelling	8.5 - 12.6	7.8 - 12.4
Language	8.8 - 12.4	8.8 - 12.3
Arithmetic	10.2 - 12.8	8.7 - 12.0
Social Studies	8.1 - 12.9	8.6 - 12.7
Science	8.7 - 12.7	9.8 - 12.3
Study Skills	10.3 - 12.9	9.8 - 12.9
Battery Median	8.8 - 12.5	9.0 - 12.9

In summary, students in the A-T classes are progressing according to their abilities. Most of the pupils test approximately 2 years above the grade level anticipated (8.7), with several 3 years above average. Only one student in either class was at 8.8.

Attachment 13 Drop-Out Studies

— "What would be our drop-out rate on a four-year basis? That is approximately how many of those who start 9th grade eventually get a high school degree?

The School Department makes a very determined effort to ascertain the reason for any student leaving our schools. A file is kept. Each year a study is made of the reason why students have withdrawn. Most cases involve a change of residence, a move to another community. Many youngsters leave to go to work. Illness occasionally is the cause. In any event, the reason is determined. When the cause is school failure or dislike of school, interviews are held to find out if a change of schedule would ameliorate the situation. Frequently parents are asked to participate in a case conference. These records are kept, however, on an individual card. It would be extremely time consuming to review these records presently.

The following data indicates the holding power of the two secondary schools. It does not reflect the drop out per se but rather includes the drop out with all other factors listed above in he changes in enrollment figures.

CAMBRIDGE LATIN SCHOOL

Sept. 1960	644 pupils entered;	511 graduated in June, 1964
Sept. 1959	481 pupils entered;	368 graduated in June, 1963
Sept. 1958	422 pupils entered;	337 graduated in June, 1962
Sept. 1957	503 pupils entered;	379 graduated in June, 1961
Sept. 1956	671 pupils entered;	430 graduated in June, 1960

Conforming to an order that he report on an analysis of the cost of expanding our orchestra program into all elementary schools, the Superintendent presented the following report and on motion by Mr. Fitzgerald it was voted that this report be placed on the "calendar" and that the Director of Music, James W. Anderson be invited to be present at the meeting of the School Committee scheduled for October 19, 1965:

September 10, 1965

In compliance with the School Committee Order, dated May 18, 1965, relative to the Instrumental Music Program in the Cambridge School Department, the following report is respectfully submitted:

A REPORT ON THE HISTORY OF THE INSTRUMENTAL DEPARTMENT IN THE CAMBRIDGE PUBLIC SCHOOLS AND RECOMMENDATIONS FOR FUTURE CHANGES IN ITS ORGANIZATION.

The Instrumental Department of the Cambridge Public Schools system has evolved through many stages of development since it was started about a decade ago. In its beginnings it took the Director a long while to develop interest in it on the part of the students and parents. Today, however, it is an integral part of the school department but must be reorganized to face a brighter and richer future. Therefore in order to understand its future, we must know something of its past.

When the Director of Music Education started to develop the instrumental program, few pupils in the elementary and the High schools were studying instrumental music. When the first instrumental demonstrations were presented in the schools by permission of the School Committee and Mr. Tobin, the response of the school children was almost negative as far as any interest was concerned. Through the demonstrations the Director had hoped to get students who would pay small fees for lessons and would either rent or purchase music instruments. The fees from students were to be used to hire qualified Instrumental teachers to give them lessons.

The Director knew from this experience that a new plan of approach would have to be developed that would demonstrate that a student could learn to play an instrument in the school system and participate in bands and orchestras. The Director then approached the Masters and asked them for permission - which was readily given - to talk to the students in the various schools to see if interest in this new project could be developed. The plan was to give the students free lessons and the free use of music instruments that had been purchased by the school system. Response to this plan was poor on the part of the students in all schools except the Agassiz. In this school quite a few students responded and showed interest in the plan. For that reason, the Director, with Mr. Conley's permission, decided to concentrate his efforts there. The parents of these children were contacted and agreed to have their children participate in the program.

Four afternoons a week these young people came to Cambridge High and Latin School and were taught by the Music Director to play the various music instruments. In a short time they started to make excellent progress. During this same period interest was developed at the now closed Ellis School whose Master was Mr. Fougere. These children were given lessons on the same basis as the Agassiz students but in their own school. The following year the Superintendent gave the Director permission to bring together at Cambridge High and Latin School on Tuesday nights of each week during the school year the boys and girls who were playing in these groups or any others who played and wanted to participate in a Band. The students in this group ranged from some in the fifth grade up to others attending both high schools. This was the beginning of what was called the Secondary Schools Symphonic Band and was the core of our original instrumental program.

Meanwhile, during the beginning of this same year, demonstrations brought in some students who had observed the progress of those in the program. With the School Committee's permission, they were charged a small fee for lessons. These fees were used to pay an instrumental teacher to help the Director in the instruction of these students.

Meanwhile, due to a constant selling campaign, more and more students started to come into the program both in the elementary grades and the high school grades. More instrumental teachers were hired and paid for by the student fees for lessons. The Director then established classes in the high schools for high school students and taught these groups afternoons for many years. These people were given lessons on the large instruments. The instruments were supplied by the school and all lessons were free of charge because they were given by the Director.

The elementary schools instrumental lessons program grew so large that it took nine instructors to teach it. All students were given private lessons by these men.

In a few years the Evening Secondary Schools Symphonic Band had grown from twenty pieces to ninety. Dozens of children wanted to get into it but the program in the secondary schools had also flowered and it was impossible to accomodate both groups of young people. The Superintendent and the Director then decided to establish orchestras in the elementary schools that had enough students to make it practicable. The Masters and the Director made arrangements for pupils in schools that had too few instrumentalists to establish an orchestra to go to the school nearest their districts that had one.

Night rehearsals were eliminated and the Symphony Band and also by now an Orchestra made up of both Cambridge High and Latin School students and Rindgt students met at C.H.L.S. within school time.

For the past few years the elementarry school orchestras have been combined into a large symphony orchestra and have given a spring Concert along with the secondary schools orchestra, band and choral groups. This program has grown so large that as of this coming year the elementary schools will give their spring concert separately from that of the high schools.

The instrumental program of the school system has had 400 to 450 pupils in it each year. Some years it has reached up to almost five hundred students.

More and more public school systems are building instrumental departments and guaranteeing the instrumental teacher's wages.

The field of instrumental music for many years has been taught mainly by professional musicians without degrees, but during the past few years students with degrees in education specializing in instrumental instruction have entered the field. There is intense competition on the part of public schools to secure the services of men from either group. It is now becoming more difficult for us to secure an instrumental faculty supported by student fees. These men ask for and get much more than the Director can guarantee from the fees of the students.

It also is the Director's belief that we should shift from the individual lesson in the school system to the free class lesson plan. In this way many more students could be taught instrumental music. It is the Director's feeling that some schools do not have many instrumental students because of the economic factors involved. Therefore, the school system also should own more instruments. The City of Malden, Massachusetts, own 1200 musical instruments;

Cambridge owns 276. The Director believes that the Cambridge Schools should hire men with professional degrees in the field of Music Education but also should allow the hiring of the professional musician if enough competent degree people cannot be found. The non-degree men would be hired on a daily basis but at a special rate above the fee for a substitute teacher. Since there are so many jobs open for degree people to choose from the Director would like to suggest suspending of the passing of the National Teachers examination as a requirement for these highly specialized people to secure a permanent position in the Cambridge School system. The law of supply and demand works against us in this situation.

Therefore as ordered by the School Committee I have completed a study of the costs and estimates of the reorganization and of expanding the instrumental programs in all elementary schools and the school system in general.

I have listed the costs of these changes in the instrumental program according to the item list requested in the School Committee order.

Cost of Program		**Total**
1. Necessary new personnel: Eight instrumental teachers: Two brass teachers, Two woodwind teachers, Two string teachers, and Two Percussion teachers.	each teacher $6600.00 1/	$52,800.00
2. Thirty school music instruments: for each elementary school building:	each building $3500.00	52,500.00
3 .Repairs for Music Instruments	for all schools	1,800.00
4. Providing for individual lessons for serious music students:	for all schools	3,000.00
5. Music Books, Folios, and individal Orchestrations:	each building $200.00	3,000.00
6. Music storage cabinets and musict stands:	each building $155.00	2,325.00
	Total	$115,425.00

1/ Regular salary schedule - mean estimate $6600.00

A program such as this incorporated with the program already in the schools would cost $15,000.00 to support each year after the initial program year.

The Director belives, however, that a large program of this type should be gradually introduced in the school system over a period of years.

The Director would like to suggest a modified program that would be an extension of the type that now exists with one change, however: all lessons would be given in groups of eight or ten individually. The program should include along with elementary schools, Rindge, the Vocational Schools and Cambridge High and Latin School.

To develop fully such a program with a regular faculty and with the use of many school-owned instruments would take about five years to achieve.

The children now in program would be taught by the school-hired faculty free of charge and the program would be gradually extended to include more children. More instruments would have to be purchased to implement such a program.

There are at present four hundred instrumental students in the Cambridge School system. The school system now owns 265 instruments that are in the hands of students at the present moment. New instruments (235) would have to be purchased for such a program to bring the total owned by the school system to 500.

The following items list the costs of the modified program suggested by the Director of Music:

Cost of Program		Total
1. Four Music teachers (Brass, Woodwind, Strings and Percussion):	each $6600.00	$26,400.00
2. Purchase of instruments for school system:		25,000.00
3. Repairs for music instruments for all schools:		1,200.00
4. Music Books, Folios, and individual Orchestrations for each building: $200.00 for all schools:		3,000.00
5. Music storage cabinets and music stands for each school: $155.00		2,325.00
	Total	$57,925.00

I do not think it would be feasible at this time to provide individual lessons for talented students. We offer individual lessons in our Wednesday afternoon Conservatory to talented students for a small fee which goes to the private teacher. We have an excellent faculty for this school. I believe the student should pay for this type of lesson.

If this program, suggested by the Music Director, is accepted by the School Committee, a yearly budget of $12,500.00 would be required to support the Music Department once the initial expenditure had been completed.

SUMMARY OF INSTRUMENTAL REPORT

1. All instrumental music lessons will be given free of charge in the Cambridge Public Schools.
2. Instruments will be purchased to supplement those now owned by the school system (265). Two hundred and thirty-five additional instruments should be purchased by the school department to bring the total owned by the school system to five hundred instruments.
3. Four instrumental teachers should be hired with degrees in Music Education. Passing of the National Teachers' Examination should be waived in the case of these highly specialized teachers. Competition is keen for their services. They will not take exams to be on a list.
4. Competent professional musicians can be hired to teach this program without a degree if a degree person cannot be found. They will be hired on a substitute basis. Their minimum pay to be established by the School Committee which in the Director's opinion will have to be more than is paid to regular substitutes.
5. Supplies and music must be purchased to implement this program.
6. A budget must be granted that will support the material needs of the department after the initial year.
7. The Music Department should continue to give instrumental demonstrations in order to interest students in renting or purchasing music instruments.

Respectfully submitted,
JAMES W. ANDERSON
Director of Music Education
Cambridge Public Schools

NEW BUSINESS

On motion by Mr. Duehay it was voted to refer to the Superintendent for study and report at the next meeting on a proposed motion that the following educational specifications be added to those drawn up by Superintendent and approved by the School Committee for the three new schools now in progress:

1) Air Conditioning

2) Space for pre-school classes

3) A fire detection system in each building, with sprinkler systems in all storage spaces, shops, boiler rooms, etc.

On motion by Mrs. Ackermann it was voted that Superintendent report by December on the cost of providing more art teachers for the elementary grades as suggested in the Art Director's Report and also on the advisability of incorporating an art room in each of the projected new schools.

On motion by Mr. Solomons it was voted that the Superintendent make a study and report of our present vocational schools, with a view to "beefing up" the curriculum so that our boys and girls can be equally as well trained and equipped to go into jobs in industry as our students who graduate from the Commercial Courses in High & Latin School; and further that a study and report be made of the possibility of combining the Boys' and Girls' Vocational schools in a separate new building.

On motion by Mr. Solomons it was voted that the Superintendent and the Director of Physical Education and Athletic Activities make a study and report on the sport of Track with a view to bringing it up to equal standards and on an equal basis with sports of football, baseball and hockey.

On motion by Mayor Crane it was voted that the Director of Atheletics consider the advisability of establishing junior varsity teams in hockey at both high schools.

On motion by Mr. Duehay it was voted that the Business Manager, under the direction of the Superintendent, conduct a survey of records required to be kept by the School Department and to determine the cost of transferring to Microfilm all records which by law or regulation of the School Committee must be maintained for a period exceeding five years; and further, that records which become valueless after three to five years be appropriately destroyed when they become obsolete.

On motion by Mr. Fitzgerald it was voted to convene in executive session.

On motion by Mr. Fitzgerald it was voted on the following roll-call that members of the School Committee, or the officers thereof, be granted authority to represent the Cambrige School Committee at the Conference of the Mass. Association of School Committees, the expense thereof to be charged to Schedule F-3 School Committee expenses, said conference to be held at Belmont Inn, Harwichport, Mass., from Sept. 29 to Oct. 2, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Mr. Solomons moved that the Superintendent and Assistant Superintendents in charge of elementary schools study and report the possibility of transferring students who are deprived of having a hot lunch because they attend schools not equipped to serve hot lunches and because there is no parent at home to serve them during the noon hour. That these student be quietly transferred to school serving hot lunch upon investigation of the family circumstances by the Assistant Superintendents department. Mr. Duehay objected to action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

Petition was received from Rita P. Murphy, permanent part-time junior clerk-typist assigned to the Longfellow School, that she be granted leave of absence without stipend for a period of six month from September 1, 1965. On motion by Mr. Fitzgerald it was voted that Mrs. Murphy be granted leave of absence as requested.

It was voted to accept the resignation of Gaetna Barker, permanent part-time junior clerk typist assigned to the Houghton School.

On motion by Mr. Fitzgerald it was voted on the following roll-call that the following persons, being the first six to have signified their willingness to accept the position, be appointed permanent-intermittent School Cafeteria Helpers at a stipend of $10.37 per day:

Marie N. Sullivan, 390 Broadway, Cambridge
Mary H. Kirylo, 23 Line St., Cambridge
Katherine F. Walsh, 62 Norfolk St. Cambridge
Anne L. Burns, 65 Elm Street, Cambridge
Helen A. Bosworth, 20 Russell St., Cambridge
Helen G. Devine, 871 Cambridge St., Cambridge

Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Solomons it was voted that Civil Service be requisitioned for a lis of persons eligible to fill one position of permanent part-time junior clerk-typist.

The Superintendent recommended that Katherine I. LaMontagne, Boston Road, Chelmsford, Mass., be elected to the position of teacher-librarian and assigned to Rindge Technical School, effective October 1, 1965 at a salary of $8,000.00. On motion by Mr. Fitzgerald it was voted on the following roll-call to Suspend the rules for the purpose of taking action on the Superintendent's recommendation at this meeting: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". On the following roll-call it was voted on motion by Mr. Fitzgerald to adopt the Superintendent's recommendation that Katherine I. LaMontagne, Boston Road, Chelmsford, Mass., be elected to the position of teacher-librarian and assigned to the Rindge Technical School effective October 7, 1965 at a salary of $8,000.00 per year: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, M. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been again suspended a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

The Superintendent concurred in a recommendation by Joseph A. Kozlowsky, Director of Physical Education and Athletic activities that Richard York be appointed intramural Soccer instruction for the high schools at $10.00 per day for a maximum of 45 days and that Francis X. Foley be appointed elementary school football official at a stipend of $85.00 for the season. On motion by Mr. Olesen it was voted on the following roll-call to adopt the

Superintendent's recommendation: Mr. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

No action was taken on a recommendation by the Superintendent that Mildred Hanright teacher at the Fitzgerald School, be granted leave of absence because of illness.

On motion by Mr. Fitzgerald it was voted to reconvene in regular session.

On motion by Mr. Fitzgerald it was voted to ratify and affirm the votes taken in executive session.

It was voted to adjourn;

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, October 5, 1965

Regular Meeting:

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Fitzgerald it was voted to correct the minutes of the meeting of September 21, 1965 by adding in the first motion under "Awaiting Report" the following words "for report and recommendation on the specific sites for the proposed schools." so that the sentence in its entirety will read "On motion by Mrs. Ackermann it was voted that this report be referred back to the Superintendent for report and recommendation on the specific site for the proposed school."

On motion by Mr. Fitzgerald it was then voted that the minutes of the regular meeting of September 21, 1965 be approved as corrected.

On motion by Mr. Duehay it was voted to suspend the regular order of business for the purpose of proceeding to "Hearings".

Accepting an invitation extended by the School Committee, the City Manager appeared before the committee and informed the committee that the following architects have been appointed for three proposed new schools:

HAGGERTY-RUSSELL SCHOOL: Pietro Belluschi, Architect,
(Former dean M.I.T. School of Architecture)
1 Fairfield St., Boston

HOUGHTON SCHOOL: Sert, Jackson & Associates, Architects
(Dean Sert of Graduate School of Design - Harvard University)
26 Church St., Cambridge

PUTNAM-THORNDIKE SCHOOL: Paul G. Feloney, Architect
10 Temple St., Cambridge
Smith, Sellew & Doherty, Consulting Architects and
specialist on schools
255 Atlantic Avenue, Boston

At the conclusion of the hearing the School Committee extended their sincere thanks to the City Manager for attending this meeting and discussing this matter in detail.

A group of citizens appeared in support of continuing the program "Headstart" during the present school year. Mrs. Eleanor Costello, 354 Windsor St., Cambridge represented the parents and urged the committee to act favorably in this matter. At the conclusion of the hearing the committee thanked the parents for their interest in attending the meeting.

It was voted to resume the regular order of business.

On motion by Mr. Solomons it was voted to make part of the minutes the following communication from the Cambridge Chapter for Retarded Children:

CAMBRIDGE CHAPTER FOR RETARDED CHILDREN.

October 5, 1965

On behalf of the Cambridge Chapter for Retarded Children, I am submitting this letter of thanks to the Cambridge School Committee, Mr. John Tobin, Superintendent, and Dr. Ruth Boland, Director of Special Education, for their joint efforts in taking our recommendations of June 15, 1965 under careful study.

After a brief period of consultation they transferred the trainable class from the basement of the Robert's School to the first floor of the Longfellow School and they also decided upon a full school day for the trainable classes at the Longfellow and Russell School.

Such dedication to one's office is to be highly commended and we as parents of retarded children do believe that whatever the future needs of our children then this body will try in all good-will to fill that particular need.

Sincerely

Mr. & Mrs. Daniel Farren
President of Cambridge Chapter

On motion by Mr. Fitzgerald it was voted to make part of the minutes the following communication from the City Solicitor:

October 4, 1965

The School Committee
c/o Edward J. O'Connell, Secretary
1700 Cambridge Street
Cambridge, Massachusetts

To the Members of the School Committee:

You have requested, under the date of September 21, 1965, an opinion of the City Solicitor as to the "legality of adopting a proposed amendment to the rules of the School Committee, to wit: 'That the School Committee record itself in favor of waiving tuition fees for children of members of the faculty of the Cambridge School Department' ".

The discretionary power of the School Committee to establish educational policy in the School system is a valid exercise of its function.

On the other hand, a rule adopted by the School Committee which in essence attempts to favor one class of non-residents as against another, is arbitrary and discriminatory; and therefore beyond the power of the School Committee.

It is my opinion that the proposed amendment to the rules of the School Committee, if adopted, would be invalid and unconstitutional.

Yours very truly,
MOSIER B. GOLDBERG
Acting City Solicitor

On motion by Mr. Fitzgerald it was voted to spread on the minutes a notice received from the Teachers' Retirement Board authorizing the continued employment of Edward F. Cassidy, teacher at the Rindge Technical School who will reach retirement age in November, to the end of the school year June, 1966.

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

On motion by Mr. Fitzgerald it was voted by Roll-call vote to approve the Superintendent's recommendation that in addition to amounts previously appropriated, the following sums be appropriated to the accounts indicated:

Schedule A-2 Substitute Teachers	$39,000.00
Schedule A-2 Evening School Teachers	3,500.00
Schedule B-3 Advertising	100.00
Schedule B-22 Medical	400.00
	$43,000.00

— said sum of $43,000.00 to be provided by transfer from Schedule A-1 Permanent Employees. Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Solomons it was voted to approve a recommendation of the Director of Physical Education & Athletic Activities, concurred in by the Superintendent, that permission be granted to change a scheduled football game between Rindge Technical School and Bishop Stang High School at Dartmouth, Mass., from Saturday, October 16 to Friday October 15, 1965.

On motion by Mr. Olesen it was voted to adopt the Superintendent's recommendation that the following persons be approved for teaching positions in the Evening School and Americanization Classes:

— IN SCHOOL COMMITTEE —
RECOMMENDED

That the following names be approved for teaching positions in the Evening Schools and Americanization Classes

Allen, Beatrice M.
Anciello, Nicholas J.
Barry, John M.
Botelho, Arthur W.
Broderick, Ruth M.
Burke, John F.
Carchia, John J.
Caulfield, John G.
Conrad, Edward J.
Corveno, Michael A.
Creedon, John D.
Crowley, Jean F.
Doran, William J.
Dynan, William J.
Egan, Thomas H.
Ferzoco, Warren G.
Fitzgerald, James M.
Fitzgerald, John T.
Fitzgerald, Mary E.
Gallagher, James J.
Graham, John H.
Jason, Walter J.
Keefe, Joseph A.
Kilpatrick, John G., Jr.
Konjoian, Moses
Kushner, Rose E.
Leary, Joanne
Leary, Robert A.
Leary, Thomas H. Jr.
Leonardo, Leonard, J.
Lesser, Dorothy
Marchand, Arthur, J.
Mastroianni, William A.
McGrath, Leonard C.
Mokaba, George C.
Mroz, Mary T.
O'Brien, John J.
O'Keefe, John G.
O'Sullivan, Roger F.
Robertson, Lelia
Rogers, Mary W.
Schuler, Louise J.
Tierney, Martin L.

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that permission be granted the Cambridge United Fund Committee to conduct an Essay Contest in the public schools, but that participation by students shall be on a voluntary basis only.

Having filed the proper forms required by the rules it was voted on motion by Mr. Solomons to adopt the Superintendent's recommendation that Mrs. Margaret T. Oldfield, teacher in the Webster School, be granted Maternity Leave of Absence in accordance with the rules of the School Committee from June 25, 1965 to September 1, 1965.

On motion by Mr. Solomons it was voted to accept the resignation of Elaine F. Pitts, teacher at the Putnam School, effective October 1, 1965, because of ill health.

The Superintendent presented a communication from Louis N. Fougere. Master of the M. E. Fitzgerald School, advising that he will reach compulsory retirement age on December 28, 1965 and requested that he be permitted to complete the present school year, June 1966. The Superintendent recommended that the petition be granted and on motion it was unanimously voted to request the Teachers' Retirement Board for permission to continue the service of Mr. Fougere until the end of the present school year, June 1966 in accordance with the provisions of Chapter 348 of the Acts of 1954.

On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation that Robert D. Rogland be transferred from teacher, Science Dept., Rindge Technical School to teacher, Science Dept. High & Latin School, effective Sept. 27, 1965.

The Superintendent announced that the week of November 7-13, 1965 has been set aside nationally for the observance of American Education Week and that parents and citizens are invited to visit any Cambridge Public School classroom during school hours on Nov. 8, 9, 10 and 12. In addition, pupils are to write invitations to their parents asking them to visit the school and its classrooms on this occasion. Masters will determine how invitations for the parents of the younger children are to be prepared. An exhibit of the textbooks used in the school is to be prepared and displayed in a prominent place in each building.

Bids were presented for furnishing and installing wool carpeting in the Superintendent's offices and on motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Assistant Superintendent's recommendation that the contract be awarded to the lowest responsible bidder to have met the specifications, John H. Pray & Sons Co., 132 Tremont St., Boston, at a price of $1,352.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay". On motion by Mr. Fitzgerald it was voted to suspend the rules for the purpose of moving reconsideration at this meeting. A motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

Bids were presented for furnishing Electronic Equipment for the Technical Institute at Rindge Technical School. Assistant Superintendent Hockman recommended that the contract for furnishing Item I, Test Instruments be awarded to Hickock Teaching Systems, Inc., 545 Technology Sq. Cambridge, at a total price of $8,033.55; that the contract for furnishing Item II-Student Equipment be awarded to Hickock Training Systems, Inc., 545 Technology Sq., Cambridge at a total price of $4,355.00. Mrs. Ackermann moved adoption of the Assistant's recommendation. Mr. Olesen offered a substitute motion that the contract for furnishing Item I-Text Instruments be awarded to Hickock

Teaching Systems, Inc., 545 Technology Square, Cambridge at a price of $8,033.55 and that Item II-Student Equipment be referred back to the Assistant Superintendent for further study and report. On the following roll-call it was voted to adopt Mr. Olesen's substitute motion: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

It was voted that all bids for Item III-Complete Installation-Alternate, be rejected.

It was voted to make part of the records the following report from the Superintendent relative to Homemaker Course:

> At the request of the Cambridge Welfare Department and in coordination with the Cambridge Economic Opportunity Committee, the State Division of Vocational Education and the Manpower Development and Training a request for funding of a course to train Homemakers has been forwarded to the State Division of Vocational Education for funding.
>
> If approved, it will provide for purchase of all necessary equipment, materials and salaries to train a total of sixty (60) citizens now receiving allowances from the Welfare Department for positions which will be available in the hospitals and in private employment.
>
> Each class will be limited to fifteen. There will be four (4) sections each studying for a ten week period.
>
> Classes are scheduled for the Girls' Vocational School from 3 p.m. to 9:30 p.m. Monday through Friday from November 1965 through August 1966.
>
> Target date for the first class is November 1, 1965, but the actual starting date will depend upon receipt of federal funds.
>
> The course will provide regular positions for those who complete the course successfully with a resulting decrease in the Welfare Department budget.
>
> Total cost for the program is estimated $21,000.00. The entire cost will be paid with federal funds and will require no monetary outlay by the City of Cambridge.

Respectfully submitted,
JOHN M. TOBIN
Superintendent of Schools

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

It was voted to allow to remain on the 'calendar' the Superintendent's report on an analysis of the cost of expanding our orchestra program into all elementary schools. (Director of Music Mr. Anderson to discuss report).

It was voted to adopt a motion presented by Mr. Solomons at the meeting of September 21, 1965 that the Superintendent and Assistant Superintendent in charge of elementary schools study and report the possibility of transferring students who are deprived of having a hot lunch because they attend schools not equipped to serve hot lunches and because there is no parent at home to serve them during the noon hour. That these students be quietly transferred to schools serving hot lunch upon investigation of the family circumstances by the Assistant Superintendent's department.

Awaiting Report:

On motion by Mr. Olesen it was voted to place on the 'calendar' the following report presented by the Superintendent in conformity with an order that he explore the implications and provisions of the Elementary and secondary education act of 1965 with appropriate State, Federal, university and community officials and report preliminary recommendations to the School Committee for the use of this federal assistance in Cambridge no later than the first meeting in October 1965:

ORDERED:

> That the Superintendent of Schools explore the implications and provisions of the Elementary and Secondary Education Act. of 1965 with appropriate State, Federal, university and community officials and report preliminary recommendations to the School Committee for the use of this Federal assistance in Cambridge no later than the first meeting in October, 1965.

Mr. York and Mr. Hockman attended a meeting sponsored by the State Department of Education at the Wellesley High School on Monday, September 27, 1965.

Representatives of the United States Office of Education and of the Massachusetts State Department of Education discussed the present status of the Elementary and Secondary Education Act.

As of this date details of the federal plans for each of the subdivisions are not yet final.

For the general information of the members of the Committee there is attached a general review of the provisions of the Elementary and Secondary Education Act (Title II of P. L. 81-874 which is also designated as P. L. 89-10)

There is also appended a collection of specific questions and answers concerning each section (referred to as Title).

a. Title I which provides assistance for children of low income families.

1. Cambridge's entitlement will be approximately $350,000.
2. The federal government has not yet finalized its guidelines and its application format.
3. The State Department of Education has provided guidelines and a complicated application form which is subject to any changes in the federal guidelines.
4. To secure any of the entitlement a separate application must be completed for each project and submitted in correct form.
5. Upon approval separate funds for each project will be made available to the School Department on a quarterly basis for the operation of each of the approved projects. Separate accounts will be maintained for each project.
6. Emphasis for this fiscal year is on projects of a planning nature.
7. Funds for the extension of a program already in operation will be available for the cost of the extension only.

b. Title II which provides for library and textbooks and audio-visual materials.
  1. The State Plan and the accompanying guidelines are not complete.
  2. The Division of Library Extension has been designated as the state agency for Massachusetts.

c. Title III Supplemental educational centers or services.
  1. The National Advisory Committee has established general policies.
  2. The Office of Education has set October 15, 1965 as the target date for dissemination of guidelines and application forms to the states.

d. Title IV Regional Educational Centers
  1. No additional information made available.

e. Title V Strengthening of State Department of Education.
  1. Will be expended at state level.

The preliminary guidelines for Title I will supply the Superintendent with sufficient information to begin the following actions:

a. Determine the residential location of the children who will be involved under Title I.
b. Determine the public schools where programs should be established.
c. Determine the non-public schools where eligible pupils are in attendance and consequently adopt the public school programs to meet their needs.
d. Explore types of programs which will satisfy these needs.
e. Prepare preliminary budgets essential for each project.

Public Law 89-10. "The Elementary and Secondary Education Act of 1965".

General Observations:

Act was signed and became effective on April 11, 1965.

Funding by Congress for fiscal 1966 has been completed.

The available amount allotted to Massachusetts is:

Title I	$16,705,086
Title II	2,622,125
Title III	1,916,761
Title IV	Funds distributed on a regional basis
Title V	317,262

Of the five sections (Titles) of the Act all but Title I will be based on the number of school age children. Title I funds will be distributed on the basis of children from "low income families" between the ages of 5 and 17.

Overview of Title Provisions:

Title I

a. Title I provides funds for the education of "low income families".
b. For fiscal 1966 "low income families" are defined as including:
  1. Children ages 5 - 17 of families whose annual income is less than $2,000.
  2. In addition children ages 5 - 17 of families receiving payment over $2,000 under the Aid to Dependent Children Program.

Note: For fiscal 1967 and 1968 Congress will determine the definition of "low income families".

c. For fiscal 1966 local public schools will be eligible to receive payments equal to ½ the average per pupil expenditure in Massachusetts (which for fiscal year 1966 is $256.00) multiplied by the number of children 5 - 17 from "low income families" in that locality.

d. Funds are basically for use in those public schools having a high concentration of eligible children.

e. Consistent with the number of eligible children who attend non-public schools services are to be provided for such children. However the nature of the services will be determined by the public school agency which will maintain administrative supervision and control.

f. The kind of services is for all practical purposes limited only by the State Plan.

g. Local public agency submits its plan to State agency which has authority to approve and to distribute funds.

h. For fiscal 1967 and 1968 special incentive grants (in addition to the basic grant) will be available for those public educational agencies whose per pupil expenditures have increased. Present figure is a matching grant up to 5%.

i. Coordination with other local agencies supervising other Federal programs is required. (Economic Opportunity Act; Manpower Development Act; Vocational Education Act; etc.)

Title II

a. Title II provides for the purchase of library resources, audio-visual materials, textbooks and periodicals approved by the public school authority under the provisions of a plan adopted by the State agency designated by the Governor.

b. The amount available to each local agency will be based on the number of children attending school (public and non-public) in that locality considering the relative educational need.

c. The State plan must conform with the State laws and hence will vary from state to state.

d. Materials will be made available to children and teachers, **not** to non-public institutions, and available to those individuals attending non-public schools on a loan basis only.

e. The local public agency must approve the type of materials and such materials must supplement not supplant those already being provided.

Title III

a. Title III provides for the U. S. Commissioner of Education to approve grants (from state allocations) to conduct supplemental educational centers or services.

b. Local public agency must submit its program to the U. S. Office of Education with an information copy to the State agency.

c. Grants will be made to those agencies within a state whose projects are adjudged worthy of support. An advisory Committee on Supplementary Education Centers and Services will be established by the U. S. Office of Education to consider all projects submitted and make recommendations.

d. Control of a project, if approved, will be with the local public agency, but all other local educational and cultural agencies should be involved in the planning.

Title IV

a. Title IV is an amendment to the Cooperative Research Act of 1954 and will provide for approximately 15 Regional Educational Laboratories similar to the Harvard Research and Development Center.

b. Research must involve the public schools, state agency, colleges and universities, supplemental educational centers established under Title III and experimental schools.

c. Aimed at producing and testing and evaluating new curricula and equipment, and at training personnel in newly developed programs.

d. Local schools are eligible to submit projects, but there must exist personnel, materials and all items sufficient to establish promise of a successful endeavor.

e. Funds will be allocated by U. S. Office of Education on a regional or a state basis.

Title V

a. Title V provides funds for strengthening State Departments of Education.

b. Also provides funds for U. S. Commissioner of Education to make grants to state educational agencies for part of the cost of experimental projects for developing State leadership or special services which will be of value to other states.

Some Questions and Answers About Title I of the Elementary and Secondary Education Act of 1965

(Public Law 89-10)

1. Q. Who will provide the data to make the allocations for the basic grants?

A. The number of children aged 5 - 17, inclusive, in families with an annual income of less than $2,000 will be provided by the Bureau of the Census from computer tapes based on the 1960 Census of Populations.

The Secretary of Health, Education, and Welfare will provide the figures on the number of children in families receiving more than $2,000 per year from payments under the Federal program of Aid to Families with Dependent Children (AFDC). Deductions will be made for children in the low income category for whom payments were made under P. L. 874, Title I, for the preceding school year. The above information will be furnished at least by counties, and, if possible, by local school districts.

The State educational agencies provide the necessary data to the U. S. Office of Education to determine the average per pupil expenditure in the State.

2. Q. For what year will these data be provided?

A. The most recent satisfactory Census data related to family income are for 1959. The AFDC data under the law must be for the most nearly comparable year to the Census data. The law requires that the 1963-65 State average per pupil expenditure be used for the first year of the program (1965-66).

3. Q. How soon will school districts know their entitlement under Title I?

A. We expect that county data will be available about July 1, 1965. Data are not available in most instances to enable the U. S. Office of Education to make allocations for individual school districts. Therefore, allocations of funds to districts within counties will ordinarily be done by State departments of education under criteria to be prescribed by the Commissioner.

The U. S. Office of Education will give to the State departments all the information it can assemble that may assist the States to make the allocations within the counties.

4. Q. Will all school districts be eligible to receive basic grants under Title I?

A. No. When satisfactory data are available to the Commissioner on a district basis, a local school district will be eligible to receive a grant only if the number of children aged 5-17, inclusive, from families having an annual income of less than $2,000, together with the AFDC children, is at least 100 or equal to 3 percent or more of the total number of all children aged 5 - 17, inclusive, in the district whichever is less, except in that it shall in no case be less than 10. When satisfactory data are not available on a district basis the county must have at least 100 eligible children. Regulations will cover those cases involving districts located in more than one county.

5. Q. May local educational agencies join together for the purpose of carrying out programs under Title I?

A. Yes, if each local educational agency is otherwise eligible and they wish to do so.

6. Q. Is there a maximum limitation on the amount of basic grant funds to a school district?

A. During fiscal year 1966 (school year 1965-66) a basic grant to a school district may not exceed 30 percent of the local educational agency's current expense budget.

7. Q. Why is there a limitation on the maximum basic grant to any local educational agency in the first year of the program?

A. The establishment of a maximum amount of funds payable under the basic grant program during the first year to 30 percent of the local school agency's budget is included as a prudent expenditure safeguard. Local educational agencies would probably not have an adequate opportunity to plan, establish, and carry out a program of greater magnitude than this within the amount of time available before the effective date ot Title I. No such maximum is applied for subsequent years inasmuch as greater planning time will be available.

8. Q. Will there be coordination between education programs under Title I and community action programs sponsored by the Office of Economic Opportunity.

A. Yes. The law requires that local school boards develop Title I programs in cooperation with the public or nonprofit agencies responsible for community action programs in their locality. Genuine working relationships should be established both during the planning and development phase and during the period of program operation.

9. Q. How does a school district qualify for a special incentive grant?

A. Title I provides for making special incentive grants during fiscal years 1967 and 1968 to school districts which are eligible to receive basic grants for those years. The special incentive grant would be provided to each school district which is eligible to receive a basic grant for those years and which has endeavored to improve the education it provides as measured by increases in per pupil expenditures for education within the school district during fiscal years 1965 and 1966.

10 Q. How may incentive grant funds be used?

A. Although the amount of the incentive grant would be based on increases in the per pupil expenditure for all students in the district, incentive grants, like basic grants, may be expended only for programs or projects designed to meet the educational needs of educationally deprived children.

11. Q. Must a child be in a school attendance area with a high concentration of low-income families in order to receive benefits under this Title?

A. Yes. The intent of the Title is to focus attention upon the problems of low-income areas and to concentrate the programs in such areas. Any other approach would be general aid — which is not the intent of this legislation — or would lead to the undesirable labeling of individual children scattered throughout the school district. There can be more than one area of concentration of impoverished children in a single school district.

12. Q. Are program benefits limited to children of low-income families?

A. No. Once the attendance area and schools have been selected on the basis of concentration of children from low-income families, educational deprivation factors will be used to determine who participates in the program. If, for example, the program is to improve reading performance, all persons in this attendance area needing such help could participate.

13. Q. Who is an educationally deprived child under this Title?

A. An educationally deprived child under this Title is one whose educational achievement is below normal expectancy for his age and grade and who lives in poor social and economic conditions. The term also includes those children who are handicapped because of physical, mental, or emotional impairment.

Studies made in recent years have shown a high correlation between low educational achievement and low family income. We know also that there is a strong correlation between low income and conditions of juvenile delinquency, high dropout rates, and destructive home environment. Low family income is, therefore, one broad indicator of educational deprivation and will be the basis for the designation of target areas for which programs will be developed to meet specific educational deficiencies.

14. Q. Will the Commissioner of Education prescribe programs which local districts may adopt?

A. No. Subject to the approval of the State educational agency, the local educational agency is given wide latitude in the selection of programs that meet the requirements of the Act and the regulations of the Commissioner. The programs must be designed to meet the deficiencies of educationally deprived children and must show promise of educational success.

Examples of the types of programs which local agencies might adopt were given in the testimony and Committee Reports on the Act, but they were not intended to place a limitation on the range of choice which a local agency will have. Emphasis will be placed on local innovations and initiative.

15. Q. There has been much recent discussion of the learning potential of the young child. Can the money in Title I be used for preschool programs.

A. Yes. Preschool programs are specifically authorized under Title I, Section 201, but local educational agencies are not expected to concentrate on this approach to the exclusion of all others. There are a number of reasons for not doing so: (1) these programs require specially trained teachers who are in short supply; (2) it would be inequitable to ignore the millions of children now in the educational system when there are programs which can help them; and (3) the effect of good preprimary programs might be lost if the child is later placed in a substandard regular program. A **balanced program** within the limits of available funds may offer a better possibility for ultimate success in countering the effects of economic and educational deprivation.

16. Q. Is it mandatory that every school district receiving funds under Title I provide programs for the benefit of the educationally deprived children in nonpublic schools?

A. The law states that "to the extent consistent with the number of educationally deprived children in the school district of the local educational agency . . . must make provision for including special educational services and arrangements (such as dual enrollment, educational radio and television, and mobile educational services and equipment) in which such children can participate; . . ."

17. Q. Does Title I authorize the use of Federal funds for the payment of salaries of nonpublic school teachers?

A. No. The use of funds for this purpose is prohibited.

18. Q. May Title I funds be used to transport nonpublic school pupils to public schools in order that they may participate in shared time or dual enrollment programs?

A. Yes. If necessary to provide for the participation of children in nonpublic schools.

19. Q. Can the Title I funds be used for construction of school buildings?

A. The Act is not designed to relieve present or anticipated classroom shortages. Where lack of minimum classroom facilities is the major obstacle to conducting educational programs for low-income children, limited classroom construction could be carried out under Title I.

20. Q. Can funds under this Title be used to raise teacher's salaries?

A. Title I funds cannot be used for a program of general salary increases. However, salary increases may be justified under certain circumstances to meet the needs of educationally deprived children in areas of high concentration of children from low-income families. For example, if a school board believes that certain teaching stations demand higher salaries because of the concentration of need there, then salary increases for those jobs might well be part of the school district's plan.

21. Q. How will the degree of success of the programs be determined?

A. This legislation breaks new ground in education by requiring that reports on the educational achievement of students under approved programs be made as least annually. This will provide an opportunity for evaluation at the local, State and Federal levels. A special National Advisory Council on the Education of Disadvantaged Children will be appointed by the President to provide an annual review of the operation of Title I and to make recommendations for improvement. Objective data will be required from the very beginning of the programs in order to assure adequate benchmarks for measuring improvement, or lack thereof.

22. Q. Under what circumstances can the Commissioner withhold funds from a State educational agency?

A. Title I authorizes the Commissioner, after notice and opportunity for a hearing, to withhold funds from the State agency, if he finds that the State has failed to comply with its assurance to the Commissioner.

23. Q. May funds under P. L. 89-10, Titles I. II, and III be used as State or local matching funds for other Federal programs such as NDEA and Vocational Education?

A. No. P.L. 89-10 funds may not be used as matching funds for any other Federal programs which require State or local matching. However, P. L. 874, Title I, funds are an exception and can be used for matching other program costs.

Some Questions and Answers About Title II of the Elementary and Secondary Education Act of 1965 (Public Law 89-10)

1. Q. What kind of materials may be acquired by State and local educational agencies for use by children and teachers in public and private elementary and secondary schools in the State?

A. Eligible items include such items as books, periodicals, documents, textbooks, programed books and manuals, teacher's manuals, paperbacks, professional references for teachers, pamphlets, photographs, prints, art reproductions, musical scores, maps, charts, globes, diagrams, schematics, tapes and discs, photographic slides, processed transparencies, and processed films and filmstrips. Equipment is not an eligible item nor are materials for sectarian instruction or religious worship.

2. Q. What is meant by acquisition?

A. As used in Title, acquisition means purchase, lease purchase, or straight lease, but does not include interest of other similar charges.

3. Q. May consumable materials be made available for the use of children and teachers under Title II?

A. Title II is not construed as including the acquisition of items which would be consumed in one using or within one year.

4. Q. Who decides what books or other materials may be acquired with Federal funds?

A. The Choice of books and other instructional materials is left entirely to the State and local educational agency. Under Section 604 no department, agency, officer, or employee of the United States may exercise any direction, administration, or control over the selection of library resources, textbooks, or other printed or published instructional materials.

5. Q. Title II permits a State to use as much as 5 percent of the amount paid to the State from its allotment the first year, and as much as 3 percent thereafter, for administration of the State plan. May any portion of such funds be made available for use by local educational agencies?

A. The Act specifies that there be a sole State agency with authority to administer the plan, even though it may do so through arrangements with other State or local public agencies. In most States the sole agency will probably be the State educational agency. Accordingly, funds made available for the administration of the State plan will generally not be made available to the local educational agency. Title II provides 5 percent for administration during the first year, and 3 percent thereafter, since the effort required to start this program will presumably be greater than that needed to keep it operating.

6. Q. If a State does not administer the program benefits to children and teachers in private schools, the Commissioner must do so. How would this affect the amount available to the State for administration?

A. In such a case, the cost to the Commissioner is deducted from the State's allotment. Inasmuch as the amount which is available for State administration is limited to a percentage of the total payment to the State, the amount available for State administration is also, therefore, necessarily reduced.

7. Q. Will a local public educational agency be able to secure Federal funds under this Title for the expenses incurred in making the resources provided available for the use of children and teachers?

A. In view of the wording of Section 205 (b) of the Act, the authority of Title II extends not only to the acquisition of materials but also to the making of them available for the use of children and teachers. This would authorize such expenses as the transportation and pre-cataloging of the materials but would not authorize expenses for the maintenance and operation of a library or other facility for housing such materials.

8. Q. How would children and teachers receive instructional materials?

A. Instructional materials will be made available to children and teachers solely on a loan basis. Title to and administrative control over such materials will always be in a public agency. The mechanics of making such materials available to children and teachers will vary from State to State in accordance with the applicable State plan.

9. Q. Will grants go to private schools?

A. No. Library resources, textbooks, and other printed and published materials, including audio-visual and other related library materials, are to be made available, on a loan basis only, to children and teachers of such schools. The private institution does not receive any grant.

10. Q. Are students and teachers in junior colleges which are a part of the secondary school system of a State eligible to receive benefits under Title II?

A. Title II resources will not be provided for students and teachers in education beyond grade 12.

11. Q. May expenditures under Title II be incurred prior to approval of a State plan?

A. Federal funds will not be available for expenditures made prior to the effective date of an approved State plan either for administration or acquisition of materials.

On motion by Mr. Fitzgerald it was voted that No. 13 on "Awaiting Report" be taken from the agenda and placed on file as the matter has been reported on earlier in this meeting.

Conforming to an order that he report on the matter that air conditioning, space for pre-school classes and a fire detection system be installed in each new building with sprinkler system in all storage space, shops, boiler rooms, etc., be added to the educational specifications drawn up by the Superintendent and approved by the School Committee for the three new schools now in process, the Superintendent presented the following report and on motion by Mr. Duehay it was voted that the report be accepted and the recommendations contained therein be adopted, except that a sprinkler system be installed in all storage spaces, shops, boiler rooms, etc., and that this information be forwarded to the City Manager and the architects appointed for the new buildings:

ORDERED:

To refer to the Superintendent for study and report at the next meeting a proposed motion that the following educational specifications be added to those drawn up by The Superintendent and approved by The School Committee for the three new schools now in progress:

1) Air Conditioning

2) Space for pre-school classes

3) A fire detection system in each building, with sprinkler systems in all storage spaces, shops, boiler rooms, etc.

The Superintendent is in agreement with the provisions of the School Committee order stated above for these reasons:

1. Air Conditioning

   The use of public school buildings is no longer on a schedule of 36 weeks during the colder months of the year.

   All our schools are being planned as community schools for use throughout the year.

   Including air conditioning in the original planning of a school would not add excessively to the initial cost since modern science makes it possible to use the same conducts for both heating and for cooling.

   The resulting usefulness and value to the pupils and to the community during the warm months of the year would make the added cost worthwhile.

2. Space for pre-school classes

   Pre-school classes have been successful in those communities where they have been conducted.
   It seems that this trend will continue and that provision for their proper housing should, because of the age of the pupil, be a part of each new neighborhood school.

3. Fire detection system.

   All of the new schools now in operation were specified to provide fire detection systems.

   The Superintendent included that specification in the new schools presently under consideration.

   The installation of sprinkler systems in storage space, shops, boiler rooms, etc., would provide more adequate protection for the buildings. But the installation of fire detection devices in these same areas would sound a fire alarm signal for evacuation of occupants just as quickly as would a similar sprinkler system.

   If the safety of occupants is the only consideration the use of a fire detection system would be effective.

JOHN M. TOBIN
Superintendent of Schools

NEW BUSINESS

On motion by Mrs. Ackermann it was voted that the Superintendent prepare for the meeting when he first brings in his budget figures, a statement for the general public that will make it clear what the major sums are to be expended for; what changes have been made from last year's budget; and the reasons for these changes.

On motion by Mr. McMahon it was voted that the Chief Custodian be instructed to have erected a sign in the parking area in front of Rindge Technical School notifying the public that the area is reserved for use by School Department personnel only, and that in the event of continued violation that the Chief Custodian notify the Police Department.

On motion by Mr. McMahon it was voted that the City Manager be requested to initiate forthwith whatever action is necessary to provide adequate educational facilities as stipulated by existing policies of the Cambridge School Committee, for the pupils of the M. E. Fitzgerald School; and further, that the City Manager be requested to inform the School Committee at the earliest possible date of the action he plans.

On motion by Mr. Olesen it was voted that the Cambridge Department of Public Health be requested to offer, free of charge, inoculation against Asian flu for all school department personnel.

On motion by Mr. Olesen it was voted that the Superintendent of Schools study and recommend on the advisability of providing sick-leave for cashiers in the school cafeterias. (Cashiers are the only permanent civil service employees not covered by a sick-leave plan.)

On motion by Mr. Olesen it was voted that Director of School Cafeterias, Mr. Flannery, be requested to notify the School Committee by the next meeting the number of personnel needed in each school cafeteria.

Mr. Olesen moved that,

WHEREAS, Count Casimir Pulaski, a Polish exile, is revered as one of the great heroes of the American Revolution, whose military skills and devotion to the ideals of liberty and justice let him to offer his services to the cause of American Independence, and, rising to the rank of Brigadier General he commanded the valiant Pulaski Legion and served this country with distinction and bravery, and

WHEREAS, At the siege of Savannah, his dream of liberty not yet fulfilled General Casimir Pulaski fell, mortally wounded, and his outstanding service typifies the courage of the Polish people, their love of freedom and their willingness to die in the struggle against oppression and tyranny, and

WHEREAS, Governor John A Volpe has proclaimed Monday, October 11, 1965 as Pulaski Day and has urged all citizens of the Commonwealth to mark this occasion with suitable observances, therefore it is

Moved: That all public schools be closed on Monday, October 11, 1965 and that all school personnel be excused from reporting for duty on that day.

On motion by Mrs. Ackermann it was voted on the following roll-call to amend the foregoing motion by striking out the words "that all public schools be closed on Monday, October 11 and that all school personnel be excused from reporting for duty on that day" and substituting therefore the words "that the Superintendent circulate this Resolution in all public schools and request that all classes have suitable observance." Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". It was then voted to adopt the Resolution as amended.

Vice-Chairman Solomons and Mr. Olesen offered jointly a motion that Whereas, Language Arts is considered to be an important subject in our educational system, and Whereas, There is presently a vacancy of Head of the English Department at Rindge Technical School, and Whereas, English is the only subject which is a required subject for four years of high school, be it therefore, Ordered, That the Superintendent of Schools proceed immediately and recommend to the School Committee an examining board to conduct the examination to fill the position of Director of Language Arts. Mr. Duehay placed objection to action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

On motion by Mr. Fitzgerald it was voted to convene in executive session.

EXECUTIVE SESSION

There being no objection the chairman ordered made part of the minutes receipt of a check from Marie T. Callahan, formerly a teacher in the School Department, in the amount of $3,000.00 for a total refund of $4,135.00 which Miss Callahan was required to return in lieu of salary paid her while on Sabbatical Leave of Absence during which time her resignation was received.

Mr. Duehay moved to place on file a communication from Joseph G. McKenna, Headmaster's Assistant, Science at High & Latin School, relative to his mark in the examination for Headmaster. Mr. Olesen moved to amend by adding "that the communication from Mr. McKenna be made part of the minutes. On the following roll-call the amendment was adopted: Mrs. Ackermann, Mr. Olesen and Mayor Crane voting "Yea"; Mr. Duehay, and Mr. McMahon voting "Nay"; Mr. Fitzgerald and Mr. Solomons "Present". It was then voted to adopt the motion as amended.

Members of the Cambridge School Committee:

Gentlemen & Lady: I have read Superintendent Tobin's Comments and I would like to add mine. 50 points out of 100 is 50%. In my point of contention 2.5 out of 5 is 50%. Mr. Tobin states "points are awarded from many sources and not from one source alone." This statement is not true. A rating from an immediate superior is **one** source.

Cordially yours,
/s/ Joseph G. McKenna

Mr. Fitzgerald moved that the Assistant Headmaster in charge of data processing for the School Department shall receive an extra stipend of .1 (Point One) added to his ratio because of his summer work. Mr. Olesen moved that this motion be referred to the Superintendent for study with other ratio groups. Mr. Fitzgerald moved to amend Mr. Olesen's motion to refer by adding "except that the matter of the Assistant Headmaster in charge of Data Processing be reported at the next meeting." It was voted to adopt Mr. Fitzgerald's amendment. It was voted to adopt the motion by Mr. Olesen as amended.

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that the following persons be appointed as the Board of Examiners for the position of Assistant Headmaster of Cambridge High & Latin School:

Dr. Lawrence H. Anderson, Asst. Supt. of Schools
Arlington School Department

Dr. Joseph L. Malone, Head Master, English High School
Boston, Mass.

Mr. William M. Carey, Asst. Supt. of Schools
Natick, Mass.

The Superintendent presented the resignation of Olive I. Lynch, Dean at the High & Latin School and a member of the faculty for thirty-eight years. On motion by Mr. Duehay it was voted that the resignation be accepted and the committee express to Miss Lynch their sincere appreciation for her long years of faithful and efficient service.

On motion by Mr. Duehay it was voted to reconvene in regular session.

On motion by Mr. Duehay it was voted to ratify and affirm the votes taken in executive session.

On motion by Mr. Duehay it was voted to extend to the Secretary the committee's sincere best wishes for a speedy recovery after his forthcoming visit to the hospital.

It was voted to adjourn:

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, October 19, 1965

Regular Meeting

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Fitzgerald it was voted to approve the minutes of the meeting of October 5, 1965 as presented.

It was unanimously voted to suspend the rules for the purpose of hearing Mae E. Sullivan former teacher at the High & Latin School, relative to her petition for a review of her pension application. At the conclusion of the hearing it was voted on motion by Mr. Fitzgerald to refer to the Acting City Solicitor for study the additional facts in this case presented by Miss Sullivan.

On motion by Mrs. Ackermann it was again voted to suspend the regular order of business to conduct a hearing on the Superintendent's report (now on the 'calendar' awaiting action) on an analysis of the cost of expanding our orchestra program into all elementary schools. Mr. James Anderson, Director of Music, appeared and discussed the report at length. At the conclusion of the hearing it was voted on motion by Mrs. Ackermann to adopt the Superintendent's report on an analysis of the cost of expanding our orchestra program into all elementary schools, except that the question as to the recruitment policy to be used and the substitute teacher salary rate to be paid, be referred to the Superintendent for further study and report.

It was voted to resume the regular order of business.

It was voted to record in the minutes a notice from the Teachers' Retirement Board authorizing the continued employment to the end of the present school year, June 1966, of Louis N. Fougere, Master of the M. E. Fitzgerald School in accordance with the provisions of Chap. 348 of the Acts of 1954.

Question came on a communication from the Mass. Association of School Committees asking the School Committee to contact Governor Volpe requesting him to return H. 4245 to the Legislature with an amendment which would exclude professional employees of school committees from the bill. Mr. Duehay moved that the communication be placed on file. Mrs. Ackermann offered a substitute motion that the committee determine whether H.4245 is still pending and if so the School Committee, while expressing no opposition to the said bill, does object to including professional employees in the bill. Mr. Olesen moved to amend by striking from the substitute motion all words after the word "pending". On the following roll-call the amendment failed of adoption: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea". On the following roll-call it was voted to adopt Mrs. Ackermann's substitute motion: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen voting "Nay".

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

It was voted to adopt the Superintendent's recommendation that the following persons be approved as teachers in the evening schools:

Bourdeau, Joseph U.
Callis, Edna M.
Clews, Frederick
Clews, John
Collins, William F.
Correia, Edward
Currie, Hudah T.
DeRonde, Janet M.
Golden, Jessie R.
Haley, Thomas C.
Johnson, Charles A., Jr.
Jones, Francis L.
Kaltsos, Angelo, J.
Linardy, Angelina
Murphy, Patricia
Devine, Judith A.
Toomey, Kenneth R.
Foster, Ellen M.
Fougere, Louis N.
Martignetti, Joseph
Mazmanian, Zabelle
McKaba, Clyde
McKelleget, Barbara
Morris, Loretto C.
Nicoloro, Aminda L.
Rife, Janet B.
Robertson, Lelia
Shea, D. Maureon
Simas, Jesse
Sullivan, Mary L.
Twomey, Julia A.
Hiltz, Ronald E., Jr.
Hunter, David T.
Powers, Edward W.
Lidman, Barbara A.
Shea, Helen P.
McClure, Adrienne W.

The Superintendent concurred in a recommendation by the Staff Council on Personnel Development that Catherine M. Kelliher, teacher at the Houghton School having been certified for Master Degree be granted a $400.00 stipend, effective September 1, 1965 in accordance with the rules of the School Committee. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that transportation be provided at School Department expenses for students who desire to attend the Shakespeare Festival at Lynn High School, and that the matter be referred to the Superintendent to complete arrangements: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent regretfully reported the death on October 18, 1965 of Robert V. Meyer, teacher at the Rindge Technical School for forty-four years. On motion by Mr. Fitzgerald it was voted that the committee express to Mr. Meyer's next of kin their sincere sorrow upon learning of his death.

On motion by Mr. Solomons it was voted on the following roll-call to approve the Superintendent's recommendation that the following teachers be transferred.

Thomas F. McCarron, from 8th gr. teacher- Webster School to 6th gr. teacher, Putnam, Oct. 13, 1965

Joseph A. Sullivan, from 7th Grade teacher, Webster to 7th gr. teacher, Fletcher, October 18. 1965

Barbara J. VanDell, from 5th gr. teacher Morse School, to 6th gr. teacher Fitzgerald, Oct. 13, 1965

Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The chairman ordered placed on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be adopted for use in the Cambridge public schools.

Scholastic Literature United:

Animals
High Adventure
Small World
Family
Frontiers
Personal Code
Moments of Decision
Mirrors
The Lighter Side
Survival
Success

Self Teaching Arithmetic, 1st to 5th book.

On motion by Mr. Duehay it was voted on the following roll-call to adopt the Superintendent's recommendation that in addition to sums previously appropriated, the following amounts be appropriated to the schedules indicated below:

Schedule D-3 Fuel	$13,000.00	
Schedule F-27 (PL874) NEEDS	4,195.00	
Schedule G-7 Classroom Furniture	1,000.00	$18,195.00

TO:

— said sum of $18,195.00 to be provided by transfer from the following accounts:

FROM

Schedule A-1 Permanent Employees	$13,000.00	
Schedule G-11 Equipment for Rindge	1,000.00	
Schedule F-13A (PL874) Install. Fire Alarms	1,666.95	
Schedule F-19 (PL874) Survey Board Account	907.00	
Schedule F-20 (PL874) High School Science	781.96	
Schedule F-21 (PL874) Guidance	15.35	
Schedule F-22 (PL874) Lang, Lab. High & Latin	37.06	
Schedule F-23 (PL874) Elementary Math.	547.47	
Schedule F-24 (PL874) Elem. Lang. French	40.38	
Schedule F-25 (PL874) High & Latin Modern Lang.	86.80	
Schedule F-26 (PL874) Rindge Tech. Math.	43.10	
Schedule F-28 (PL874) Rindge Science	32:54	
Schedule F-29 (PL874) Rindge Modern Lang.	36.39	$18,195.00

Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent presented a communication from Albert M. Sateriale, Headmaster's Assistant (Mathematics) at High & Latin School, advising that he will attain age 70 years in December 1965 and requesting that he be authorized to continue in his present position until the end of the school year, June 1966 in accordance with the provisions of Chapter 348 of the Acts of 1954. The Superintendent recommended that the requested permission be granted. On motion by Mr. Fitzgerald it was voted to adopt the Superintendent's recommendation.

The Superintendent presented an invitation to the School Committee to attend the reception to new teachers which will be held at the Peabody School on Wednesday, Nov. 17, 1965. On motion by Mr. Olesen it was voted to accept the invitation.

The Superintendent reported that in compliance with a directive from the Commissioner of Education he had prepared and return Census Returns using Oct. 1, 1965 as the enrollment bench mark and recommended that as a result of the School Census of October 1, 1965 the following recommendations are made:

(1) That non-white pupils presently in the Houghton School will at the request of their parents be transferred to any other elementary school in Cambridge providing only that such transfer will not result in exceeding the optimum class size as established by the School Committee.

(2) Any white child presently in any elementary school other than the Houghton School shall, if requested by the parent, be transferred to the Houghton School.

(3) No pupil will be transferred to or from the Houghton School unless the parent so requests.

It is my considered judgement that the quality of education received by the children of the Houghton School is unsurpassed.

On motion by Mr. Duehay it was voted that the foregoing report and recommendations be placed on the 'calendar'.

There being no objection the chairman ordered made part of the minutes the following report received from the Superintendent of Schools:

October 15, 1965

For the Information of Members of the School Committee.

The Cambridge School Department is participating in the television series, "Education and Race Relations", sponsored by the Massachusetts Department of Education in co-operation with the Lincoln Filene Center for Citizenship and Public Affairs, Tufts Universty under a grant sponsored by the United States Department of Health, Education, and Welfare.

Each Tuesday and Thursday afternoons from October 5, 1965 to January 6, 1966 except for holidays some fifty (50) Cambridge teachers meet at 3:30 P.M. in the Library at the Rindge Technical School. A discussion based on the central theme of how to develop a more realist outlook toward the problem of teaching the "disadvantaged youth" is held. At 4:45 the group watches together the television program in "Education and Race Relations", The theme of this program becomes the focal point of the next session of the discussion workshop.

Over fifty (50) teachers have registered for the course, an outstanding example of the interest of the professional staff in studying and hopefully solving problems of prejudice.

JOHN M. TOBIN
Superintendent

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mr. Duehay it was voted to adopt the Superintendent's report on the implications and provisions of the Elementary and Secondary Education Act of 1965, presented and set forth in detail in the minutes of the meeting of October 5, 1965 and that the Superintendent be requested to present additional information as the plan proceeds.

On motion by Mr. Duehay it was voted that the committee express to Congressman Thomas P. O'Neill, Jr., their sincere appreciation for his kindness in sending to each member information on legislation concerning education and training as approved by the House Committee on Education and Labor.

On motion by Mr. Solomons it was voted to refer to the Superintendent for study and report a proposed motion, presented at the meeting of Oct. 5, 1965, offered jointly by Mr. Olesen and Vice-Chairman Solomons that Whereas, Language Arts is considered to be an important subject in our educational system, and Whereas, There is presently a vacancy of Head of the English Department at Rindge Technical School, and Whereas, English is the only subject which is a required subject for four years of high school, be it therefore, Ordered, that the Superintendent of Schools proceed immediately and recommend to the School Committee an examining board to conduct the examination to fill the position of Director of Language Arts.

Awaiting Report:

Conforming to an order that he report relative to establishing a staff committee on public relations, the superintendent reported that he has appointed the following Public Relations Staff Committee:

Mr. John J. Sullivan, Master, Harrington School
Mr. John W. Reilly, Master Fletcher School
Miss Margaret L. Doolin, Master, Agassiz School
Mr. Robert J. Guest, teacher, High & Latin School
Mr. William J. Joyce, teacher, Rindge Technical School

On motion by Mrs. Ackermann it was voted that the foregoing report be accepted and made part of the minutes.

Conforming to an order that he notify the School Committee as to the number of personnel needed in each school cafeteria, the Director of School Cafeterias presented a detail report and noted that there was one vacancy of 'cook' and one vacancy of Cafeteria Helper. On motion by Mr. Olesen it was voted that the report be placed on file.

On motion by Mrs. Ackermann it was voted that Civil Service be requisitioned for a list of persons eligible to fill one position of Cafeteria Helper. (In answer to a query as to whether he concurred in the need to fill this position, the Superintendent replied in the affirmative). The rules having been suspended, a motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

It was agreed to refer to executive session the matter of a report from the Superintendent on the motion that the Assistant Headmaster in charge of data processing for the School Department shall receive an extra stipend of .1 (Point One) added to his ratio because of his summer work.

NEW BUSINESS

On motion by Mr. McMahon it was voted that the Superintendent consider the advisability of conducting an examination and recommending board of examiners for the position of Headmaster's Assistant (English) at the Rindge Technical School and a board of examiners for the position of Headmaster's Assistant (History) at High & Latin School.

On motion by Mrs. Ackermann it was voted that the Superintendent should consider instituting special classes at the High School or junior high school level for students who are performing notably below their intelligence level, with teachers who have shown a special interest in this group.

On motion by Mr. Fitzgerald it was voted that the Superintendent consider the advisability of expanding and improving the course in Vocational Educaton as it relates to children who, because of academic inability, fail to graduate from elementary school in order that they be eligible to pursue vocational training as part of the State-aided program so that provision be made, at School Department expense, for these children who are unable to comply with the State requirements; and, further, that the Superintendent of Schools determine from local business establishments as to what work these children could be trained in and also determine whether or not these children could be intermittently employed while attending school. The Superintendent shall report his findings to the School Committee prior to the adoption of the 1966 budget.

On motion offered jointly by Mr. Duehay and Mr. Fitzgerald it was voted that Whereas, the coming of NASA to Cambridge will be of great importance to the City's industrial future, and Whereas, many Cambridge residents now at work in the urban renewal area may lose their jobs or be forced to move from Cambridge, therefore be it Ordered that the Superintendent of Schools confer with the City Manager, with the Cambridge Redevelopment Authority, with representatives of firms being dislocated by the NASA development, with the Mass. Division of Employment Security to determine whether realistic retraining programs for Cambridge residents who will lose their jobs as a result of NASA coming to Cambridge, can be set up by the Cambridge School Department with funds available under the Manpower Development and Training Act, the Vocational Educational Act of 1963, or other Federal legislation.

Mr. Solomon moved that Whereas, the Boy Scouts of America movement is chartered by Congress as an educational organization, and Whereas, the Boy Scouts of America are being denied the use of the school buildings in the evening hours because of their inability to afford the custodians fee, and Whereas, the School Department now pays custodial fees for one evening a month for PTA's and girl scouts, cub scouts and boy scout activity sponsored by PTA's provided they meet on the same evening as the PTA, therefore be it Resolved that the School Department pay custodial fees for the use of the school buildings three additional nights a month as a meeting place for scouting activities in all school buildings when the troops are sponsored by the PTA's in the particular school. On motion by Mr. Fitzgerald it was voted that this matter be referred to the Superintendent for study and report.

On motion by Mr. Olesen it was voted that the Superintendent study and report as to the feasibility of transporting 7th and 8th grade students from the Haggerty School to the Russell School at School Department expense.

It was voted to convene in executive session.

On motion by Mr. Solomons it was voted on the following roll-call that authorization be granted any member of the School Committee to attend an important meeting of the National School Boards Association in New York on Nov. 18 and 19, 1965 on the subject "Challenge to Local Control" and that a sum of $125.00 be appropriated to cover the cost of each member who wishes to attend and that the same be charged to "Travel Outside State": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent recommended that a permanent full-time junior clerk typist be assigned to the office of Mr. Colgan, Asst. Director-Guidance, Bureau of Pupil Services. On motion by Mr. Olesen it was voted that Civil Service be requested for a list of persons eligible to fill one position of permanent full-time junior clerk-typist to conform to the Superintendent's recommendation.

Petition was received from Elizabeth H. Palmer, teacher at the Peabody School, advising that she had suffered an accident in the performance of her duty which necessitated her absence from her duties. and, further, that because her accumulated sick-leave has been exhausted requesting that she be granted an extension of sick leave without loss of salary. On the following roll-call it was voted that the Superintendent ascertain what her normal compensation for this period is, less any payments made to her by Workman's Compensation and other insurance and that the Superintendent be authorized to pay her the difference between her regular salary and whatever compensation she is entitled to, but in no case shall the payment exceed her regular salary: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane Voting "Yea".

The Superintendent concurred in a recommendation of the Board of Examiners that the petition of Mary C. Murphy, newly appointed teacher requesting that her appointment be reviewed in view of the seven years of teaching experience acquired before her appointment, that said petition be denied inasmuch as the Board of Examiners does not believe that Miss Murphy can be granted compensation for teaching done prior to her gaining a degree. On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation.

Question came on the motion that the Assistant Headmaster in charge of Data Processing for the School Department shall receive an extra stipend of .1 (Point One) added to his ratio because of his summer work." The Superintendent recommended that the Assistant Headmaster in charge of data processing be awarded a stipen of $600.00 for this year for work performed during the summer. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Fitzgerald to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted to convene in regular session.

On motion by Mr. Fitzgerald it was voted to ratify and affirm the votes taken in executive session.

On motion by Mr. Duehay it was voted to suspend the rules for the purpose of changing the date of the next regular meeting. On motion by Mr. Duehay it was voted that the next regular meeting be held on November 9, 1965 instead of Nov. 2, 1965.

Mr. Duehay moved that the secretary of the School Committee prepare a revised edition of the Rules of the School Committee and submit same to the School Committee by the second meeting in December, 1965. Mrs. Ackermann objected to action at this meeting and the chairman ordered the motion placed on the 'calendar' as required by the rules.

It was voted to adjourn;

ADJOURNED

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, November 9, 1965

Regular Meeting

Members present: Mr. Duehay, Mr. Fitzgerald and Vice-Chairman Solomons.

Vice-Chairman Solomons in the chair.

In the absence of a quorum the Vice-Chairman ordered the secretary to determine whether there were sufficient members in the building to provide a quorum. The answer being in the negative the Vice-Chairman ruled "no quorum" and the meeting adjourned without the transaction of any business.

Because of a prolonged electric blackout in the Northeastern United States, emergency lighting facilities were provided for the conduct of the meeting.

ADJOURNED

EDWARD J. O'CONNEL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, November 16, 1965

Regular Meeting

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

It was voted to approve the minutes of the meeting of October 19, 1965 as presented.

Having filed the proper notice required by the rules, Mr. McMahon moved reconsideration of the vote adopting the motion "That the Superintendent should consider instituting special classes at the high school or junior high school level for students who are performing notably below their intelligence level, with teachers who have shown a special interest in this group." The motion 'to reconsider' prevailed. On the recurring question it was voted on motion by Mrs. Ackermann to place the matter on file.

Communications were received from St. Mary's high school and Matignon high school, both of Cambridge,petitioning the School Committee for permission to use the swimming pool facilities at the War Memorial Building for their newly organized swimming teams. On motion by Mr. Olesen it was voted on the following roll-call that the Cambridge School Committee welcomes Matignon High School and St. Mary's High School to use the facilities of the War Memorial Swimming Pool, free of any cost; said permission being granted on the condition that the facilities will be used prior to 6 p.m. and only when it will not interfere with the publc school program: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Solomons it was voted to accept with appreciation an invitation to attend a memorial ceremony commemorating the second anniversary of the assassination of our late beloved President, John F. Kennedy, at the John F. Kennedy Apartments, Essex Street, Cambridge on Sunday, November 21, 1965 at 10 a.m.

On motion by Mr. Solomons it was voted to accept with thanks an invitation to attend the installation of officers of the Cambridge Barrack Veterans of World War I on Wednesday, Nov. 17, at 8 p.m. in Legion Hall, Cambridge, Mass.

On motion by Mrs. Ackermann it was voted to make part of the minutes the following communication from the Charles River Power Squadron:

Charles River Power Squadron

Nov. 9, 1965

Cambridge School Committee
Cambridge, Mass.

To: The Members of the School Committee.

It becomes my great pleasure to inform you that the Charles River Power Squadron, the local unit of the United States Power Squadron, who hold classes every Monday night in the Rindge High School building, has been awarded the "Prince Henry Award" given by the country of Portugal as a gesture of good will to the unit which has the greatest number of advance study pupils.

Because we feel that your generosity in allowing us the use of this building with its lecture hall and separate classrooms and the cooperation that we have received from everyone, the headmaster, Mr. Sweeney, his teachers, the custodians and many others played a great part in making this award possible, we would like at this time to say "Thank You".

As an added note of interest may I inform you that in the United States Power Squadron has in the district about 7,000 members in eight units, who were all actively competing for this award.

Yours sincerely
/s/ Robert L. Curtis
Ch. Advance Grades

On motion by Mrs. Fitzgerald it was voted to make part of the minutes the following communication received from Mae E. Sullivan, former teacher at the High & Latin School, relative to her pension.

November 2, 1965

Mr. Edw. J. O'Connell
Secretary to School Committee
City Hall
Cambridge, Mass.

Dear Sir:

I am cashing my Pension Checks under protest. These checks are being cashed because of my hardship case.

In so doing, I do not waive my rights under Chapter 32 of the General Laws of Massachusetts, including Sections 6, 7 and 19, which specifically are applicable to my case (included in Sections 1-28).

The Cambridge Retirement Board failed to know that there are special considerations provided under this law for teachers, who retire as veterans, with a specified disability at the time of retirement, which is tax exempt.

Very truly yours,
Mae E. Sullivan

cc Mr. Frederick J. Reardon, City Treasurer
Mr. Manning Williams, Chairman Retirement Board
Mr. Martin F. Nolan, City Auditor

Witness
Anna C. Riley

On motion by Mr. Fitzgerald it was voted to refer to the Committee on Buildings and Grounds a communication from the Division of Civil Service advising that the eligible list has been established as the result of the examination for promotion to Senior Building Custodian and advising that if the position is to be filled on a permanent basis that requisition for the list should be made to civil service.

On motion by Mr. Solomons it was voted to note in the minutes receipt of a communication from the Teachers' Retirement Board authorizing the continued employment until the end of the present school year, June 1966, of Albert M. Sateriale, Headmaster's Assistant (Math.) at High & Latin School in accordance with the provisions of Chap. 348 of the Acts of 1954.

On motion by Mr. Solomons it was voted to make part of the minutes the following communication from Cambridge City Hospital:

October 26, 1965

Honorable Members of the School Committee
City of Cambridge School Department
1700 Cambridge Street
Cambridge, Massachusetts

Gentlemen:

On behalf of the Staff of the Cambridge City Hospital and myself, I wish to express our appreciation and thanks for the cooperation given us by your honorable body, members of the teaching staff, and students in our recent disaster drill. Needless to say, without the cooperation and participation of the Cambridge High and Latin School football team and members of the Student Council, this successful drill would not have been possible.

Further, we wish to thank Superintendent of Schools John M. Tobin, Mr. Charles H. Cremens, and Mr. William F. X. Linskey who also helped in making this project a success.

Sincerely yours,
Theodore A. Austin
Director

TAA:F

cc: Mr. J. M. Tobin
Mr. C. H. Cremens
Mr. W. F. X. Linskey

On motion by Mr. Olesen it was voted to make part of the minutes the following communication from the School Custodians' Union:

Cambridge School Committee
Cambridge, Mass.

Dear Sirs & Madam:

This is to inquire why the vacancy at the M. E. Fitzgerald School has not been filled according to seniority rules. Bids for this vacancy were sent out and returned to the office over a year ago.

We would appreciate immediate action on this matter. Also, I understand that bids for the Thorndike School have been due since September.

Very truly yours,
/s/ Robert J. Hooker, President
Local 1611, School Custodians' Union

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

The Superintendent concurred in a recommendation by the Business Manager that in addition to sums previously appropriated the following amounts be appropriated to the accounts listed below:

Schedule B-1 Printing & Binding	$1,500.00	
Schedule B-3 Advertising & Posting	200.00	
Schedule F-4 Transportation of Pupils	3,500.00	
Schedule G-7 Classroom Furniture	800.00	$6,000.00

— said sum of $6,000.00 to be provided by transfer from Schedule G-11 Rindge Equipment. On motion by Mr. Duehay it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent reported the marriage of Ellen M. Coady, teacher at the Harrington School to Robert J. Ramsey and that her name will now appear on our records as Ellen M. Ramsey.

The Superintendent reported that there has been an overpayment of $1,657.00 in our entitlement for PL874 for the fiscal year 1964 and recommended that this overpayment be deducted from future entitlements. On motion by Mr. Fitzgerald it was voted on the following roll-call to approve the Superintendents recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent reported that at a meeting of the Teachers' Retirement Board held on October 26, 1965, the retirement of Miss Jane J. White, former teacher at the Abraham Lincoln School, on account of accidental disability was approved, effective as of 12 o'clock midnight June 30, 1965.

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that permission be granted to conduct the annual March-of-Dimes Campaign in the Cambridge public schools, and that students and personnel be permitted to make contributions on a voluntary basis. Mrs. Ackermann is recorded as voting "Nay".

The Chairman ordered placed on the 'calendar' as required by the rules, the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY HOUGHTON MIFFLIN CO.

Getting Ready to Read
Tip
Tip and Mitten
The Big Show
Jack and Janet
Up and Away
Come Along
On We Go
Looking Ahead
Climbing Higher
High Roads
Sky Lines
Bright Peaks

PUBLISHED BY THE ECONOMY COMPANY
Keys to Good Language, Gr. 2-6
Keys to Good English, Gr. 7 & 8
Keys to English Mastery, Gr. 9-12
Spelling Growth, Gr. 2-8
On to Good Writing, Gr. 1-8

Child's Health & Physical Development, Gr. 1-8
Keys to Independence in Reading, Gr. 4-6

PUBLISHED BY AMERICAN BOOK CO.

Reading Round Table (softbound), Pre-Primer Level to Level Six

PUBLISHED BY HARCOURT, BRACE & WORLD, INC.
Concepts in Science, Gr. 1-6

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that the Cambridge Department of Public Health be granted permission to conduct two new pilot dental health programs in the Cambridge public schools and that participation by students be on a voluntary basis.

On motion by Mr. Olesen it was voted on the following roll-call to adopt the recommendation of Asst. Superintendent Hockman that a contract for furnishing and installing power units, meter units, student training units, manuals, etc., be awarded to the lowest responsible bidder, the Philco Corp., 515 Pennsylvania Ave., Ft. Washington, Pennsylvania at a total price of $2,925.00: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

It was voted that the City Solicitor be requested to render an opinion as to the legality of awarding a contract for furnishing library furniture to the same low bidder at the same price for which a contract was previously awarded as the result of bids received, without benefit of additional advertising and bidding.

On motion by Mr. Duehay it was voted to make part of the minutes the following report received from the Business Manager:

November 2, 1965

Superintendent John M. Tobin
Cambridge School Department
1700 Cambridge Street
Cambridge, Massachusetts, 02138

Dear Mr. Tobin:

At the meeting held on November 1, 1965 at 200 Newbury St., Boston, Mr. Turo and Mr. Levasque (?) of the Department of Education presided. In attendance, together with several employees of the Department of Education, were representatives of twelve of the fourteen cities within the so-called "old MTA district". Each of the fourteen had been requested to send representatives.

The stated purpose for this conference was a briefing on the provisions of Section 7B of Chapter 71 of the Mass. General Laws, which Section was added by Chapter 563 of the acts of 1964. Mr. Turo provided a copy of an opinion by Attorney General Brooke which answered several questions concerning the application of Section 7B of Chapter 71, as it applies to reimbursement by the Commonwealth to cities and towns for expenses incurred in transporting to and from school.

Mr. Turo handed out a form - "Certificate of Expenditures for School Transportation" - wherein he had filled out a schedule indicating that Cambridge might expect reimbursement, this year, of $58,698.

This amount, in accordance with the alternative computation which is provided for "when the exact determination of the number of pupils residing more than one and one-half miles from the school of attendance is impractible" is determined as follows:

Net Average Membership in public and private schools	16,305
10% of 16,305 (Maximum)	1,630.5
Multiplied by $36. (180 school days x 20c (Maximum)	$58,698.

We have returned the Certificate to the Department of Education, as requested, in order to insure prompt receipt of a check.

Attached herewith is a copy of Mr. Brooke's opinion (emphasis supplied), and a copy of a schedule of assessments to the cities and towns of the MTA district.

Very truly yours,
John J. Dynan
Business Manager

The Superintendent submitted a plan to initiate action under the Elementary and Secondary Education Act (P. L.89-10) Title III. The Superintendent requested that approval be given to the setting up of a Planning Group whose purpose will be —

1. To investigate the particular cultural and educational needs of the children in the public and non-public schools of the City of Cambridge.
2. To expedite appropriate action to be taken in regard to these needs.
3. To contact and work with the cooperating agencies that are of necessity to be involved in these efforts of program development, evaluation and coordination (HGSE, Cambridge Economic Opportunity Committee, etc.)

Title III of the new Elementary and Secondary Education Act is addressed directly to the problem, by providing funds for local educational agencies to participate actively in educational programs of an exemplary or innovative nature. It is intended to stimulate local communities to transfer beneficial results from the laboratory to the classroom.

The Federal Advisory Committee, recognizing that many local education agencies will require support for study of need, the observation of new practices and the review of pertinent research, has decided to place high priority during the first year of the program on application for Planning Grants.

/s/ JOHN M. TOBIN
Superintendent of Schools

On motion by Mrs. Ackermann it was voted on the following roll-call to approve the Superintendent's recommendation that the foregoing report be adopted: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended a motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendents recommendation "That the Superintendent of Schools of the City of Cambridge, be authorized to act for and on behalf of the Cambridge School Committee in connection with the provisions of the Elementary and Secondary Education Act, Title III.": Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mrs. Ackermann to reconsider the foregoing vote, hoping same would not prevail failed of adoption.

REPORTS OF COMMITTEES

On the following roll-call it was voted to adopt the recommendations contained in the report of the Committee on Buildings & Grounds, as set forth in detail below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

COMMITTEE ON BUILDINGS & GROUNDS

November 16, 1965

Present: Mr. Fitzgerald, Chairman, Mr. Duehay, Mr. Solomons

It was voted to recommend that Civil Service be requested to authorize the provisional employment of Margaret Griffin as School Matron until such time as an eligible list for this position has been established.

It was voted to recommend approval of the Chief Custodian's recommendation that in accordance with Sec. 4 of Chap. XV of the Rules of the School Committee that John P. Wallace, being the junior building custodian with the greatest seniority to signify his willingness to accept the position, be transferred from the High and Latin School building to the M. E. Fitzgerald School building without change in rating or salary.

Respectfully submitted.
/s/ JAMES F. FIFTZGERALD
Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar

On motion by Mr. Fitzgerald it was voted to adopt the text books recommended by the Superintendent at the meeting of October 19, 1965.

On motion by Mr. Duehay it was voted to adopt the Superintendent's report and recommendations on the elimination of racial imbalance in the public schools, as set forth in detail in the minutes of the meeting of October 19, 1965.

It was voted to adopt a motion by Mr. Duehay, presented at the meeting of October 19, 1965, that the secretary of the School Committee prepare and submit at the second meeting in December, 1965, a revised edition of the Rules of the Cambridge School Committee.

Awaiting Report:

Conforming to an order that he explore the provisions of the Manpower Development and Training Act of 1962 (as amended by the Congress in 1965 and of the Vocational Education Act of 1963 and report to the School Committee no later than its first meeting in November 1965, recommendations concerning how this federal money can be utilized to strengthen Cambridge work-study programs, its vocational and occupational education and its programs for disadvantaged youth and potential school dropouts, and its adult education programs together with an order that he make a study of our present vocational schools with a view to "beefing up" the curriculum so that our boys and girls can be equally as well trained and equipped to go into positions in industry as are our students who graduate from the commercial course at High & Latin School, and, further that a study and report be made on the possibility of combining the Boys' and Girls' Vocational Schools in a separate new building, the Superintendent presented the following report and there being no objection the chairman ordered the report placed on the 'calendar':

April 20, 1965

Motion jointly by Mr. Duehay and Mr. McMahon that the Superintendent of Schools explore the provisions of the Manpower Development and Training Act of 1962 (as amended by the Congress in 1965) and of the Vocational Education Act of 1963 and report to the School Committee no later than its first meeting in November 1965, recommendations concerning how this federal money can be utilized to strengthen Cambridge's work-study programs, its vocational and occupational education and its programs for disadvantaged youth and potential school dropouts, and its adult education programs.

ORDERED:

That the Superintendent make a study and report of our present vocational schools, with a view to "beefing up" the curriculum so that our boys and girls can be equally as well trained and equipped to go into jobs in industry as are our students who graduate from the Commercial Courses in High & Latin School; and further, that a study and report be made on the possibility of combining the boys' and girls' vocational schools in a separate new building.

The Vocational Education Act of 1963 in effect (a) extends the previous Vocational Education Acts of 1917 (the Smith Hughes Act) and of 1946 (the George Barden Act): (b) does not remove the rigid vocational categories established in the previous two acts but does relax them and make possible transfer of funds authorized under each of the three.

In the area of Agriculture, education in any occupation involving knowledge and skills in agriculture such as food processing is authorized and students are not, as formerly, required directed practice on a farm.

In Home Economics, training for gainful employment in any occupation requiring knowledge and skills in home economics subjects is permissable.

In Distributive Education, where formerly courses were limited to extension classes and part-time high school courses and available only to adults and secondary school students employed at least 15 hours a week in distributive occupations, a State may use its allotment for any person over 14 years of age who is either working in or preparing to work in a distributive occupation in regular school hours.

In Trade and Industry the allotment may be used for pre employment training for persons 14 years of age and over. Classes are no longer required to devote 50% of their time to practical work on a useful or productive basis.

Sect. 4 of Part A contains pertinent provisions of immediate concern to the Cambridge Public Schools.

A. At least 33⅓% of the State's allotment for any fiscal year ending June 30, 1968 and at least 25% for any subsequent year shall be used for either vocational education of persons who have completed or left high school and who are available for full-time study in preparaiton for entering the labor market, or for construction of area vocational education facilities.

Section 8 defines area vocational schools as (a) a specialized vocational high school or (b) as a department of a high school exclusively or principally used for providing vocational education in no less than five different occupational fields or (c) a technical or vocational school principally for persons who have completed or left high school. In all instances persons must be available for full time study.

The term construction includes construction of new buildings and expansion, remodeling and alterations of existing buildings including architect's fees.

The term facilities means classrooms and related facilities including initial equipment.

B. Vocational education is authorized for persons who have academic, socioeconomic or other handicaps that prevent them from succeeding in the regular vocational educational program.

10% of the State's annual allotment is allocated to pay part of the cost of research and training programs and of experimental, developmental or pilot programs designed to meet special vocational needs of youths in economically depressed communities who have academic, socioeconomic or other handicaps that prevent them from succeeding in regular vocational education programs.

Other provisions of the Act require approval of the State Board as to programs, staff qualifications and coordination with the state employment offices.

The Superintendent has underway, as a result of a conference with the State Director of Vocational Education during last summer, a revision of the curriculum of the present Boys' Vocational School to secure approval under the provision of vocational education for persons who have academic, socioeconomic or other handicaps that prevent them from succeeding in the regular vocational education program. Included would be provisions for granting elementary school diplomas for those who have not earned one prior to their acceptance into this aspect of the program, assignment to any vocational courses offered at Rindge for which the individual student is suited, transfer to the regular Rindge classes for those boys who qualify. The target date is January of 1966.

Initial discussions have begun with respect to outlining a plan for instituting at Rindge a four-year vocational course under that defintion of an area vocational school as a department of a high school exclusively or principally used for providing vocational education in no less than five different occupational fields.

The intent would **not** be to change Rindge into a vocational school. Rather, if the School Committee and the State approved, there would be at Rindge an expansion of the courses available for there would be a college preparatory course, technical courses and vocational courses. That latter would provide prevocational preparation and in addition four year vocational courses.

If the state grants approval for the vocational course there should be available funds for both equipment and for expansion, remodeling and alterations as well as continuing reimbursement to the City on a matching basis.

The inauguration of the class for Electronics Technician at Grade 13 under the Vocational Education Act is the first step in the expansion at this level of technical preparation.

In distributive education the State has notified us that there will be available during the fiscal year an allotment of $7 per pupil for use in the business department at High and Latin School for all pupils 14 years of age or over who plan to enter that type of employment.

In that area there is under initial discussion the institution of a specialized course to prepare students for typing positions which require knowledge of technical terms and specific formats required by research industries in this area.

It is not the intent of the Superintendent to disregard the Girls' Vocational School. Certain aspects of the planning for the Boys' Vocational School will be made applicable there particularly the provision for the award of an elementary school diploma to those who meet the requirements and the provision for a transfer to the regular courses at High and Latin School.

A later report will outline proposals for broadening the present curriculum.

In this relatively brief report the Superintendent has set forth his plans for the use of funds which are possible under the Vocational Educational Act. As rapidly as is consistent with the other responsibilities of his staff the time consuming details and essential coordination will be completed.

Status reports as to progress in each will be made to the Committee at regular intervals.

The Manpower Development Training Act of 1962 is in essence a broader version of the Area Redevelopment Act of 1961. The latter was limited to training or retraining of unemployed or underemployed persons in redevelopment areas.

The M.D.T.A. provides broader training and is not limited to redevelopment areas.

The basic purpose is to provide training or retraining for persons 16 years of age or older who are unemployed or underemployed and have the capacity and the desire to up-grade or up-date their skills.

Training is provided in those skills in which labor shortages have been found to exist.

The State employment office provide necessary testing, counseling, screening. The State vocational department develops curricula and makes provision for space, equipment and instructors either through public or private educational institutions.

The length of the training depends upon the skills to be developed.

Weekly allowances are payable during the period of training to those determined eligible by the Division of Employment Security.

Under a 1965 amendment the program is 100% funded through 1966. Beginning in 1967 training costs must be matched to the extent of 10% by the state but this 10% can be matched "in kind" rather than in cash.

This same amendment extends the period during which allowances may be paid to trainees to 104 weeks and liberalizes eligibility requirements.

The State may now approve programs whose cost does not exceed $75.000.

The initial venture of the Cambridge School Department under M.D.T.A. is a program of instruction for Homemakers which has been approved by the State and was given final consideration by the M.D.T.A. on October 27, 1965. Total expenditure for training, equipment and allowances will be approximately $40,000.

It will provide training over a 40-weeks period for four groups of 15 each. Trainees will be assigned by the State employment agency from residents who presently receive payment from the Welfare Departmnt.

Those who successfully complete the course have been promised positions in Cambridge public and private agencies.

The Superintendent will maintain contact with both the State Vocational Education Department and with the M.D.T.A. to determine programs which will be instituted and for which there is presently both space and equipment available in our schools.

Such programs benefit the residents of the city, both those who are trainees and those who are taxpayers. They benefit our regular pupils for the equipment they provide without cost to the city can be used for instruction in our regular classes.

For your information there is attached a copy of the M.D.T.A. training projects in Massachusetts through April 1964.

Of added interest is the fact that between January 1, 1963 and February 28, 1964 there were 714 graduates. Of these 473 were employed in jobs related to their training, 49 were employed in other fields, 32 withdrew from the labor market and 160 were unemployed.

65% of the graduates were between the ages of 22 and 44. 12% were between 19 and 21. Only 2% were under 19 years of age.

JOHN M. TOBIN
Superintendent of Schools

Conforming to an order that he report on expanding the Library Program into all elementary schools as fast as feasible, with recommendation on keeping libraries upon a greater length of time, the Superintendent presented the following report, and there being no objection the chairman ordered the report placed on the "calendar"

June 1, 1965

Superintendent's Report on expanding the Library Program into all elementary schools as fast as feasible, with recommendation on keeping libraries open a greater length of time.

The following report is submitted in compliance with School Committee Order of June 1, 1965.

The library program for the elementary schools presents many problems, the most serious of which is the lack of qualified personnel to operate the program properly. At the moment there are libraries or library rooms in the Peabody, Longfellow, Agassiz, Russell, Haggerty, Lincoln, Morse and Roberts Schools—two other schools, the Fitzgerald and the Harrington, are serviced by the staff and facilities of the Cambridge Public Library. Planning for a library facility for the Webster School has begun. This room will be operational before the end of this school year.

It is a fact, however, that the Fletcher, Houghton, Putnam, and Thorndike schools do not have library rooms. Although the planned new schools will correct this in three cases, there still will not be such a room in the Fletcher School, as space is not available in this plant. It would be educationally unsound in the Superintendent's view, however, to await the new schools or the discovery of space without initiating immediate action. The four schools without facilities at the present time will be served by a bookdrop center located in the Rindge Technical School. Although the Peabody has the only library meeting the standards of the American Library Association for the number of volumes in ratio to number of children, a definite beginning has been made. The School Committee will be asked to continue its financial support in next year's budget. Moreover, as new schools become a reality, these will be immediately at the standards necessary for a superior elementary school library.

In addition, it is hoped that other help will be available under provision of Title II of the Elementary and Secondary Education Act.

The most serious obstacle to our elementary school library program is the lack of qualified personnel to make the program functional. Despite a determined recruitment effort but one additional teacher-librarian has been obtained. Moreover, she is serving as a substitute until she has taken the National Teacher examinations and meets the requirements for appointment as a regular teacher-librarian. Thus, at this moment, the School Department has two elementary school librarians. This condition is serious. Moreover, there is no indication of relief in the immediate future although recruitment continues. It is thus essential that attention be given this condition.

The immediate problem is how to man our facilities presently in the best interests of the children. An "open room" policy will not work. Volunteer support is too uncertain for logical planning. The following recommendations are made as a temporary emergency measure.

1. Our trained librarians are to be assigned to take charge of the book drop located at Rindge. It will be their responsibility not only to plan and coordinate the book distribution but also to make certain that a progressive schedule is maintained. In addition, they will conduct library classes in each of the schools beginning in grade 3 explaining the proper use of a school library, how to begin to use a library etc. After each third grade in the city has been reached, approximately 35 classes, a follow-up visit will be made to each of these classes. A successful beginning is most important to an effective school library program and

such a beginning can come only with understanding of the function of a school library.

It is obvious, however, that a lecture program in itself cannot succeed. It is essential that youngsters have the opportunity to use the facilities where available. Implementation of the directed program of the trained librarian is necessary.

2. The second recommendation is that the library/library room be opened on a regular schedule and supervised by a substitute teacher. Three substitute teachers would be required. The cost of each substitute would be $3600 a year or a total of $10,800. This expenditure would allow each school with a facility to be opened a minimum of 2 days a week, not ideal but a beginning.
3. A further proposal is to supplement the substitute personnel with teacher-aid personnel that the library may be opened a longer period of time. No precise figure can be given for the supply, quality and quantity, is not known. There is no cost to the School Department in this utilization of local college students for they are paid under the provisions of a separate grant.

   The substitutes and the paid aids will be required to take an in-service training program in library procedure to be given by Mrs. Johnson, the teacher-librarian of Cambridge High and Latin School.

   Regular classroom teachers would, of course, have the opportunity of taking their children to the school library on whatever schedule established in each school, not necessarily when the facility is manned.

This crash approach is designed as an emergency only. It must be augmented by a more permanent program. It is the present plan to encourage some of our regular teachers to begin taking the courses necessary for library certification at Simmons and Boston University with tuition paid by the School Department either directly or by vouchers granted to the system by these colleges for our cooperation in their teacher training progams when these are available.

It is further recommended that a new classification be created, that of librarian assigned to the schools. The recommended requirements are the standard requirement of a librarian in the public library, ie. a college graduate with a degree in library science. The compensation for this new category would be established at the same salary schedule as that of the regular library employees. These candidates would be encouraged to take courses to qualify for the position of teacher-librarian. The salary differential in the two categories, teacher-librarian and librarian assigned to the school, is a built-in incentive for such a policy.

Finally, the Board of Examiners will continue its efforts to recruit qualified teacher-librarians. If a candidate does fulfill requirements for appointment, her name will be immediately presented to the School Committee for consideration.

It is the Superintendent's plan to have the elementary school libraries open at least one hour after the close of the school day. The development of this plan depends again on obtaining personnel to supervise the facility. When an adequate library coverage has been secured, then the Superintendent plans to have the libraries open until 4 o'clock daily. It is also his hope that in the foreseeable future the library can be open evenings as well.

JOHN M. TOBIN
Superintendent of Schools

Conforming to an order that he review all ratio groupings and recommend any changes that he considers necessary to make each administrator's remuneration appropriate to his responsibilities and duties, the Superintendent presented the following report and on motion by Mrs. Ackermann it was voted that the report be referred to the budget.

November 15, 1965

ORDERED:

That the Superintendent review all ratio groupings and recommend any changes that he considers necessary to make each administrator's remuneration appropriate to his responsibilities and duties, said report to be made at the second meeting in November 1965.

At present the salaries of all personnel on a ratio schedule are computed on the basis of a ten month year from September 1 to June 30.

I Group One:

Ratio: 1.15, 1.175, 1.20

Maximum salary: $10,080

Includes positions of Submaster; Assistant Directors; Headmaster's Assistant (Department Heads); Deans; Director of Boys' Vocational School.

At present there are 15 employed in this category with vacancies in the following: Headmaster's Assistant - Social Studies - Cambridge High & Latin; Headmaster's Assistant - English - Rindge; Director of Boys' Vocational School.

II Group Two:

Ratio: 1.25, 1.30, 1.35 and 1.40

Maximum salary: $11,760

Includes Masters of Elementary Schools; Assistant Headmasters at the High Schools; Directors.

At present there are 27 employed in this category with no vacancies.

III Group Three:

Ratio: 1.50, 1.55, 1.60 and 1.65

Maximum salary: $13,860

Includes Headmasters of the two high schools.

IV Group Four:

Ratio: 1.55, 1.60, 1.65, 1.70

Maximum salary: $14.280

Includes the two Assistant Superintendents.

V The Superintendent is not on a ratio schedule.

Maximum salary: $18,500

Chart I provides basis for comparison of the compensation received by each group between the period September 1, 1964 and August 31, 1965.

For Groups One and Two the figures are based on the maximum salary for each group and the average days and hours worked. There were exceptions.

Figures for Groups Three and Four were based on the actual salaries received and days worked. No allowance was made for after school meetings and work after 5 P.M.

Chart I

Group	No. of days worked	Net hours per day.	Daily Rate of Compensation	Hourly Rate of Compensation
1	190	6½	$53.06	$8.16
2	190	6½	61.89	9.52
3	231	8	58.18	7.27
4	241	8	54.02	6.75

In arriving at the proposed ratio salary schedule the Superintendent first considered those groups whose responsibilities require an eleven month year and a minimum eight hour day. Groups Three and Four are in this category.

Groups One and Two under normal circumstances require a ten month year and a seven hour day. But provision should be made to cover circumstances which would require employment beyond the ten month year.

In the opinion of the Superintendent the extension of the school day to a net time of seven hours is requisite for the proper performance of the duties of all personnel on the ratio schedule and for the efficient operation of the schools.

Provision for additional compensation for work beyond the terms of a salary agreement is just and equitable.

The Superintendent therefore recommends that the following ratios be adopted and based on the maximum salary for teachers with a bachelor's degree.

Chart II

Group	Ratio	No. of months	Hours per day	Salary Maximum	Salary Differential
1	1.25	10	7	$10,500	+2,100
2	1.45	10	7	12,180	+1,680
3	1.70	11	8	14,280	+2,100
4	1.90	11	8	15,960	+1,680

If the recommended ratios are adopted Chart III would be applicable instead of Chart I.

Chart III

Group	No. of days worked.	Net hours per day.	Daily Rate of Compensation	Hourly Rate of Compensation
1	190	7	$55.26	$7.89
2	190	7	64.10	9.16
3	220	8	64.91	8.11
4	230	8	69.39	8.67

For days worked during months other than those reimbursed on the salary schedule when authorized by the Superintendent the following rates of reimbursement will apply:

1. Group One:	$30 per day.
2. Group Two:	$40 per day
3. Group Three:	$50 per day.
4. Group Four:	$60 per day

If the proposed ratio is adopted the annual increased cost of the proposal would be:

1. Group One: 18 x $ 420 = $ 7,560
2. Group Two: 27 x $ 420 = $11,340
3. Group Three: 2 x $ 420 = $ 840
4. Group Four: 2 x $1,680 = $ 3,360

Total - 23,100

For your information the attachment contains data from an Administrative Salary Report of the Massachusetts State Department of Education dated September 1, 1964. Data for September 1, 1965 are not presently on hand.

Conforming to an order that the Superintendent study and recommend on the advisability of providing sick-leave for cashiers in the school cafeterias, the Superintendent reported that cashiers in the School Department Cafeterias work only on days when schools are in session and normally for a two and one half hour period. For this they receive compensation of $8.80 per day worked. Under the circumstances the Superintendent does not recommend that a policy of sick-leave be established in this category. On motion by Mr. Olesen it was voted that this report be placed on the 'calendar'.

Conforming to an order that he consider the advisability of conducting examinations and recommending Boards of Examiners for the position of Headmaster's Assistant (Head of Dept.) in English at the Rindge Technical School, the Superintendent recommended that, in accordance with the rules, he be authorized to recommend two boards of examiners, one for the position of Headmaster's Assistant-Social Studies, High & Latin School and the second for the position of Headmaster's Assistant-English Dept. at Rindge Technical School. The Superintendent also recommended that initial authorization be granted to recommend a board of examiners for the position of Headmaster's Assistant in charge of the Mathematics Department at High & Latin School. The first two positions are at present unfilled. The third will require replacement upon the retirement of Mr. Albert Saterial at the close of school in June 1966. On motion by Mr. Solomons it was voted that the report be placed on the 'calendar'.

Conforming to an order that he study and report on a proposed motion "That whereas, Language Arts is considered to be an important subject in our educational system, and Whereas, there is presently a vacancy of Head of the English Department at Rindge Technical School, and Whereas, English is the only subject which is a required subject for four years of high school, be it therefore Ordered, that the Superintendent of Schools proceed immediately and recommend to the School Committee an examining board to conduct the examination to fill the position of Director of Language Arts", the Superintendent presented the following report and on motion by Mr. Olesen it was voted that it be placed on the 'calendar':

DIRECTOR OF LANGUAGE ARTS

The report of the Superintendent recommending the establishment of the positions of Directors (Coordinators) of Mathematics, Social Studies, Science, Language and Language Arts was adopted unanimously by members of the School Committee at a recent meeting.

The report detailed the reasons for the initial implementation to be limited to the curriculum areas of Mathematics and Social Studies. It stated that experience in these two positions was intended to provide a basis for extension of the program to the remaining three areas at a later date.

It is the opinion of the Superintendent that the reasons set forth in his original recommendation are not applicable in the same degree to Science, Language and Language Arts.

It is recommended that, for the present, only the positions of Coordinator of Mathematics and of Social Studies be implemented.

JOHN M. TOBIN
Superintendent of Schools

NEW BUSINESS

On motion by Mr. Olesen it was voted that the Director of Athletics for the School Department and the Superintendent of Recreation for the City of Cambridge confer for the purpose of improving Russell Field, particularly the bleacher sections, in time for the anuual Thanksgiving Day football game between High & Latin and Rindge Technical School; and further, they shall investigate and report on a plan to completely remodel Russell Field with the School Department sharing part of the cost. The rules having been suspended a motion by Mr. McMahon to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

Mr. Olesen moved that in the preparation of the Athletic budget for the year 1966, the Director of Physical Education and Athletics shall include sufficient funds for the purchase of football uniforms for the High & Latin Freshman football team. Mr. Duehay moved to amend by adding "and uniforms for all athletic teams in all sports." It was voted to adopt the motion as amended.

Mr. Olesen moved that the Superintendent study and report to the School Committee a plan for offering a remedial reading course at High & Latin School. After debate Mr. Olesen asked and received unanimous consent to withdraw the motion.

On motion by Mr. Olesen it was voted that the Superintendent consider the advisability of having Guidance Counselors in the Cambridge School Department attend Fall and Spring Parent-Teacher-Pupil meetings in the schools to which they are assigned, for the purpose of acquainting the parents with the services they are offering students, and, further, that they shall make themselves available to discuss such matters with parents attending these meetings.

On motion by Mr. Olesen it was voted that the Superintendent study and report on the feasibility of providing a physical education program, over and above what is already being provided, for mentally retarded children in the Cambridge School Department: and, further, that he investigate and report on funding from the Kennedy Foundation as is provided to the City of Boston.

On motion by Mr. Olesen it was voted that the Superintendent consider the advisability of providing transportation for kindegarten children attending the Russell School when classes are released after the morning session.

On motion by Mr. Olesen it was voted that Ralph W. Ward, formerly Youth Service Director for the City of Cambridge, be commended for the outstanding service which he has rendered to the students of the Cambridge public schools, and further, that a copy of this commendation be forwarded to the Youth Service Board of the Commonwealth of Massachusetts.

On motion offered jointly by Mr. McMahon and Mr. Olesen it was voted that the Superintendent of Schools and Chief Custodian be authorized to excuse civil service employees from reporting for duty on Friday, November 26, 1965 wherever they deem it feasible. The rules having been suspended a motion to reconsider the foregoing vote, hoping the same would not prevail, failed of adoption.

On motion by Mr. McMahon it was voted that the City Manager be requested to inform the School Committee as to the progress of the proposed new required addition to the M. E. Fitzgerald School.

It was voted to adopt the following resolution presented by Mrs. Ackermann:

WHEREAS: The School Committee is proud of the Houghton School's long record as an excellent example of integrated education at its best, and

WHEREAS: A few parents in the neighborhood and other citizens of Cambridge have been disturbed by the fact that the Houghton School has been called "imbalanced", and

WHEREAS: It is the hope and expectation of the school department that the Houghton School will remain as well "balanced" in the future as it has been in the past,

now therefore be it,

ORDERED: That the Superintendent is requested to work with the Riverside Neighborhood Association and any other interested citizens in preparing a booklet that will give an accurate picture of the advantages the Houghton School, both as it is now and as it will be in 1967 when the new building is finished, for circulation in the school district and to the press.

On motion by Mr. Duehay it was voted to convene in executive session.

EXECUTIVE SESSION

The Superintendent recommended that Evelyn B. Connor, being the first person on the certified civil service list willing to accept the position, be appointed permanent full time junior clerk and typist at a salary of $81.66 per week. On motion by Mrs. Ackermann it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation that Mary E. Downing, 49 Fayette Street, Cambridge, being the first person on the certified civil service list, be appointed permanent part-time junior clerk & typist at a salary of $10.89 per day: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. McMahon it was voted on the following roll-call to adopt the recommendation of the Director of Physical Education and Athletic Activities, concurred in by the Superintendent, that John Arone be appointed locker room attendent at a stipend of, $6.00 per day and David Goodwin, Neil O'Connor, George Greenidge and Joseph Pagliaro be appointed elementary school Basketball Coaches at a stipend of $250.00 for the season: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. Solomons it was voted to adopt the Superintendent's recommendation that pupils of the public schools be granted permission to participate on a voluntary basis in the annual Essay Contest sponsored by the Veterans of Foreign Wars.

The Superintendent recommended that Edward G. Crawley, teacher at Rindge Technical School be appointed to the Staff Council on Personnel Development. Mr. Olesen objected to action at this meeting and the chairman ordered the recommendation placed on the 'calendar'.

There being no objection the chairman ordered referred to the budget the Superintendent's recommendation that (1) Master's Assistants in the elementary schools receive a stipend of $500.00 (2) that members of the Board of Examiners not on the eleven month salary ratio be paid a differential of $300.00; that (3) Guidance Counselors receive a differential of $400.00 per Year.

On motion by Mr. Solomons is was voted to reconvene in regular session.

On motion by Mr. Solomons it was voted that the votes taken in executive session be ratified and affirmed.

It was voted to adjourn;

ADJOURNED:

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Regular Meeting: Tuesday, December 7, 1965

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

On motion by Mr. Solomons it was voted to approve the minutes of the meeting of November 16, 1965 as presented.

On motion by Mr. Olesen it was voted to accept with thanks an invitation extended by the Cambridge City Council to attend a special meeting of their body on Wednesday, December 8 at 4 p.m. in the Council Chambers for the purpose of discussing the proposed belt route.

On motion by Mr. Fitzgerald it was voted to make part of the minutes the following communications from the Putnam and Thorndike School PTA's relative to naming the proposed new building:

School Committee

Cambridge, Mass.
Gentlemen:

We, the Putnam School, P.T.A. wish to request your consideration in the naming of the new consolidated school to be located on the site of the present Thorndike School.

At our October 19 meeting it was voted that we keep both names of our present schools. Therefore, it would read Putnam-Thorndike School in this order.

Thanking you in advance for your consideration, I remain,

Yours truly
/s/ Mary Rodriques, President
Pam Hartnett, Secty.

School Committee
Cambridge, Mass.

Dear Sirs:

We, the members of the Thorndike School P.T.A. and the parents of the students of the Thorndike School wish to request your consideration in the naming of the new consolidated school, to be located on or near the site of the present Thorndike School. At our November 15 meeting it was voted that we keep both names of our present schools. Therefore, we ask your consideration of the name Putnam-Thorndike School, in that order.

Thanking you in advance for your consideration, I remain

Yours truly
/s/ Mrs. I. M. Valerio, President

On motion by Mr. Fitzgerald it was voted to record in the minutes a notice received from Civil Service that an open competitive examination has been ordered for the position of School Matron, Cambridge School Department, and that arrangements will be made to hold this examination at the earliest possible date.

The following communications were received from the Russell School PTA and the Peabody School PTA:

School Committee
c/o School Department
1700 Cambridge Street
Cambridge, Massachusetts

Dear Sirs:

We, representing the parents of the Russell School, wish to comment on personnel for our school libraries.

School library work requires skilled knowledge and use of book materials to supplement curriculum and offer genuine enrichment.

A good system of school libraries needs a well-trained head librarian or director to furnish leadership for all facets of its development—book selection and purchasing, reference materials, programming of library periods so that they are constructive learning times instead of just a book exchange period.

Only **professionally trained people** can do this.

Therefore, we urgently request that competent leadership be actively sought out both for the teacher-librarians and the head librarian's job. We recommend looking beyond the immediate Boston area.

Any other arrangement, however temporary, deprives our children of what they should have.

Respectfully,

December 7, 1965

Cambridge School Committee
Edward J. O'Connell, Secretary
1700 Cambridge Street
Cambridge, Massachusetts

Honorable Sirs and Madam:

The Executive Council of the Peabody School P.T.A. requests that the Raymond G. D'Arcy Library at the Peabody School be staffed and kept open on every school day from 8:00 a.m. to 4:00 p.m. (It is presently open from 8:15 a.m. to 2:30 p.m. on alternate school days.)

We feel strongly that the library at our school, and the libraries in the other schools of Cambridge are a necessary and vital part of the educational program of the City. If the libraries are not open during every school day, and for some time before and after school, they cannot accomplish their purpose. We urge you to provide full-time teacher-librarians for our library and for the other school libraries, so that the pupils can not only have the books available but receive the guidance necessary for their proper selection and use.

We understand that the Committee may act to provide some part-time help, without professional teacher-librarian training, in order to make the school libraries more available to the pupils. While we are in favor of any measure which will open the libraries now not open, and provide longer hours for those already open, we earnestly hope that the Committee will consider any such provision temporary in nature, and that the part-time help will be replaced by full-time teacher-librarians as soon as possible. Finally, we urge you to continue and to intensify the effort to find properly qualified staff members for our school libraries.

Respectfully yours,

Mrs. Edward J. Cuetara, President
Peabody School P. T. A.

On motion by Mr. Duehay it was voted to suspend the regular order of business for the purpose of allowing Rev. Carl Edwards, 168 Brattle St., president of the Russell School PTA to discuss with the School Committee the matter of school libraries as set forth in the foregoing communications from the Russell and Peabody PTA's.

At the conclusion of the hearing it was voted to resume the regular order of business.

On motion by Mrs. Ackermann it was voted to accept with thanks an invitation by the Tutoring Plus Program to attend a meeting on Friday evening, Dec. 10 at Cambridge Neighborhood House, to hear Mr. Stewart Mott, an outstanding educator from Flint, Michigan address the group on "Roll of the Community School".

A petition was received from Mr. & Mrs. Richard T. Gill, parents of a student at Houghton School, asking that they be granted a hearing to discuss the procedures for admission to the Academically Talented program in connection with their son, Thomas Gill.

On motion by Mr. Olesen it was voted to suspend the regular order of business for the purpose of convening in executive session to hear Mr. & Mrs. Gill in relation to their petition. Mr. & Mrs. Gill appeared and discussed in length the procedures for admission to the 6th grade A. T. program as they have observed them. At the conclusion of the hearing it was voted to adopt a motion by Mr. Solomons that Mr. & Mrs. Gill be extended a vote of thanks for bringing this matter to the attention of the School Committee. Mrs. Ackermann moved that the matter be referred to the Superintendent for disposition and recommendation as to what the best procedure is for the child. It was voted to adopt a motion by Mr. McMahon that the matter be placed on the table.

It was voted to reconvene in regular session and resume the regular order of business.

Question came on the Civil Service certified list of persons eligible to fill the position of permanent part-time junior clerk & typist in the School Department. On motion by Mr. McMahon it was voted on the following roll-call to adopt the Superintendent's recommendation that the first two names on this list have indicated their willingness to accept the position, Alice R. Broderick, 74 Putnam Avenue and Dolores M. Gaudet, 45 Norris Street, be appointed to these positions: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Question came on the Civil Service certified list of persons eligible to fill one position of School Cafeteria Helper. On the following roll-call it was voted to adopt the recommendation of the Supervisor of Cafeterias, concurred in by the Superintendent, that Mrs. Leona M. Souza, 34 Roberts Road, being the first name on the list having signified her willingness to accept the position be appointed School Cafeteria Helper: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

SUPERINTENDENT OF SCHOOLS

(Reports and Recommendations)

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that the following two names be approved for teaching positions in the evening schools:

Constance T. Barry
Jane Ann Robertson

The Superintendent reported the marriage of Kathryn D. Melnick to Mr. Thomas M. Pike on November 25, 1965 and her name will now appear on our records as Kathryn D. Pike.

The Superintendent presented the resignations of Charles L. O'Connor, teacher at Rindge Technical School for thirty-eight years and Mrs. Marjorie S. Copaken, teacher at the M. E. Fitzgerald School appointed last September. On motion by Mr. Fitzgerald it was voted to accept the resignations and that the School Committee express to Mr. O'Connor their sincere appreciation for his long years of faithful and efficient service to the Cambridge School Department.

On motion by Mr. Fitzgerald it was voted to lay on the table bids received for furnishing milk and ice milk bars to the various cafeterias.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that the Superintendent of Schools of the City of Cambridge be and hereby is authorized to act for and on behalf of the Cambridge School Committee in connection with all projects to be submitted under Title I of the Elementary and Secondary Education Act. (PL 89-10).

On motion by Mrs. Ackermann it was voted on the following roll-call to adopt a recommendation of the staff Council on Personnel Development, concurred in by the Superintendent that Joseph L. C. Santoro, Director of Art, be granted Sabbatical Leave of Absence from February 1, 1966 through June 1966 in accordance with the provisions of Chap. VII, Sec. 18, Part 3 of the

Rules of the Cambridge School Committee: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea". The rules having been suspended, a motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

The Superintendent presented the following list of Tentative Proposals (Title I PL89-10) as prepared by the Program Coordinator, Mr. York, for School Committee consideration:

TENTATIVE PROPOSALS (Title I P. L. 89-10)
For School Committee Consideration

All program proposals are directed to those eligible under Title I, P. L. 89-10 and will include provisions for non-public school pupils.

If new positions or additional services are required to meet the special educational needs of educationally deprived children, payments for such salaries can be made from available funds under this title.

1. Provision of After School Study Centers in educationally deprived neighborhoods. Centers would be set up in cooperation with existing settlement houses, in local public schools, would employ teachers and tutors as needed.
2. The establishment of regular classes for drop-outs who wish to complete their high school education but who cannot for a variety of reasons return to regular classes.
3. A school-home liaison program with the provision of a social worker for each elementary school and the addition of medical, dental, psychiatric and optometric specialists to School Department staff as needed to reach all children.
4. A model program of public-parochial-private school cooperation wherein special authorized services (such as reading instruction by well qualified teachers) would be made available to all institutions on participating.
5. Development of the Summer School Program of the Cambridge Public Schools so that educationally retarded, low-income youths could attend, at little or no financial disadvantage and receive remedial instruction appropriate to their needs. (Older children)
6. An extensive program to promote the extension and improvement of instruction in music, art, and science utilizing the resources available in our metropolitan area.
7. The setting up of a Tutorial Program in reading, with teams located in each of the educationally deprived areas. The teams will lend academic assistance, educational motivation, cultural enrichment to those educationally deprived.
8. A language development program to improve instruction in modern foreign languages and other fields that contribute to the fuller understanding of the areas, regions or countries in which modern languages are commonly used.

9. A pilot program of home making activities consisting of sewing, cooking, etc. for older girls with the possibility of being conducted after school and during the summer months.
10. Curriculum improvement and demonstration programs to support projects that explore, develop, evaluate and disseminate curriculum improvements of new educational techniques and materials.
11. A summer enrichment remediation program established during the summer months to attempt to advance the pupils reading and arithmetic skills to grade level or beyond. Also possible, classes for enrichment could be established in art, science, music, etc.
12. Establishment of after school programs including recreation, physical education, hobby clubs, diction classes, programs for slow learners, etc. with the overview of encouraging children to return to school who have dropped out.
13. Teacher Aide program in which a college undergraduate serves as an assistant to a regular teacher in the public school. The aide can provide individual attention to those eligible during regular classroom time.
14. A Language for Learning program that will bring the advantages of Language Research Inc. facilities to underprivileged children in an afternoon program. Self teaching devices such as tapes, films, filmstrips, and graded exercises are emphasized for learning.

The maximum basic grant as determined by the State Educational Agency for the City of Cambridge is $370,432.00. This figure is based on the number of children aged five to seventeen, inclusive, who are from families having an annual income of less than the low income factor, as derived from the Eighteenth (1960) decennial census.

All rights and privileges pertaining to the employment of personnel and approval of projects under this title shall remain with the governing body of the local educational agency, which in Cambridge is the Cambridge School Committee.

Mrs. Ackermann moved that the School Committee hold a special meeting for the purpose of considering the tentative proposals outlined in Mr. York's report. It was voted to adopt a substitute motion by Mr. Duehay that the report be referred to the Superintendent for study and recommendation at the next meeting as to which of the projects listed the basic grant of $370,432.00 should be spent on.

There being no objection the chairman ordered made part of the minutes the following two communications from the Department of Education, and one from the Superintendent of Schools:

Mr. John M. Tobin, Superintendent
Cambridge School Committee
17000 Cambridge Street
Cambridge, Massachusetts

RE: Camb. Day Household Art
Proj. #MA (R) 6051
Homemaker
(Domestic Serv.)

Dear Mr. Tobin:

In accordance with your request and our understanding, the Commissioner of Education is authorizing a **special** distribution of Federal (M.D.T.A. P.L. 87-145, as amended by P. L. 88-214) funds to the above school as follows:

Project Number		
	Instructional Services	$12,845.00
	Fixed Charges	None
	Equip. Maint. & Repair	200.00
MA(R)6051	Equip. Purchases	2,489.00
	Other Costs	5,547.00
	Total Cost	$21,081.00

At this time we have been authorized to make **partial** payment of the total distribution in the amount of **$10,000.00**. A check in this amount will be forwarded to the Treasurer at an early date. It should be handled as a special account, not to be merged with other local or Federal funds, and its expenditures should be supported by proper vouchers.

Respectfully yours,

/AM /s/ Walter J. Markham, Director

CC: Mr. David E. Hockman,
Assistant Superintenden

P.S. The balance of the money will be forwarded in a short period of time.

November 23, 1965

Honorable Edward A. Crane
Mayor and Chairman
Cambridge School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mayor Crane:

At a meeting of the Commonwealth's Board of Education held today, the action of the Cambridge School Committee concerning compliance with Chapter 641 of the Acts of 1965 was reviewed by the members. The procedures as outlined by the Superintendent of Schools, including the construction of a new Houghton School and the initiation of a new interim open enrollment policy appeared defensible in every respect. Subject, of course, to the final approval of building plans by responsible officials of the Commonwealth, the Board of Education voted unanimously to endorse the Cambridge plan as submitted.

The Chairman and members join with me in expressing appreciation for the full cooperation and professional spirit of the School Committee, Superintendent, and all who have participated in implementing Chapter 641 of the Acts of 1965.

Yours very sincerely.
Owen B. Kiernan
Commissioner of Education

November 29, 1965

TO THE PARENTS OF THE
HOUGHTON SCHOOL:

Dear Parents:

The Superintendent of Schools has, as you have, great respect for the quality of the education in the Houghton School. He is convinced that it is unsurpassed in any school in this Commonwealth. Moreover, he has complete confidence in the ability and understanding of the Master and the teachers, in the interest and co-operation of the parents, and in the compatability and fairness of the pupils. Together this makes an effective team, a magnificent example of a truly integrated school. In addition, as the parents know, the Cambridge School Committee by a unanimous vote has determined that there will be a new Houghton School. The architect is already at work.

The Superintendent, however, calls your attention to a new policy recently adopted by the School Committee. A parent of a non-white child may request a transfer to another elementary school and if there is room, in the requested school, the transfer will be approved. Any parent desiring to make this change should contact Mr. Balfe, the Master of the Houghton School.

Very truly yours,
JOHN M. TOBIN
Superintendent of Schools

REPORTS ON COMMITTEES

A report of the sub-committee on Buildings & Grounds was presented. On motion by Mr. Fitzgerald it was voted to amend the report by adding "that civil service be requisitioned for a list of persons eligible to fill two positions of junior building custodian to fill the vacancies which will be caused by the retirement, on Dec. 31, 1965 of Fitz A. Haywood and William L. Fitzpatrick. On the following roll-call it was then voted to adopt the report of the Committee on Buildings & Grounds as amended and set forth in its entirety below: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

Committee on Buildings & Grounds

Tuesday, November 30, 1965

Members present: Mr. Fitzgerald, Chairman, Mr. Duehay, Mr. Solomons.

It was voted to recommend that Civil Service be requisitioned for a list of persons eligible to fill one position of senior custodian at Rindge Technical School, to fill the vacancy caused by the retirement of John McHugh, said list having been established as the result of a promotional examination; and, further, that upon receipt of the certified list same be referred to the Committee on Buildings & Grounds for study and recommendation.

It was voted to recommend that civil service be requisitioned for a list of persons eligible to fill two positions of junior building custodian to fill the vacancies caused by the retirement, on December 31, 1965 of Fitz A. Haywood and William L. Fitzpatrick.

It was voted to recommend that all correspondence concerning the acoustical improvement project at the High & Latin School, now under study by your sub-committee at the request of the School Committee, be referred to the City Manager with the request that at his earliest convenience he discuss this matter with the Committee on Buildings & Grounds.

It was voted to recommend that the Committee on Buildings & Grounds be authorized to proceed with plans for renovating and modernizing the present school business office and school committee room and that the Committee on Buildings & Grounds report on the probable cost for completing this project in sufficient time to include the sum necessary in the 1966 school dept. budget.

It was voted to recommend that the Chief Custodian confer with Assistant Superintendent of Schools, David Hockman, and the Director of Physical Education, Mr. Kozlowsky, and submit to the Committee on Buildings & Grounds recommendations for whatever refurbishing may be desirable in the complete locker room and shower facilities at Rindge Technical School.

It was voted to recommend that the Assistant Superintendents of Schools, Mr. Hockman and Mr. Conley, study and recommend to the Chief Custodian all necessary repairs and improvements in their respective areas in order that cost estimates may be included in the 1966 school department budget.

It was voted to recommend that James G. DeLeo, 27 Hollis St., being the first person on the certified civil service list willing to accept the position, be appointed junior building custodian to fill the vacancy caused by the retirement of Jeremiah McCarthy.

It was voted to recommend that the following bills for over-time for junior building custodians be approved for payment, said work having been necessary in connection with the Evaluation Committee work at Rindge Technical School:

Robert Rourke	$20.85
Walter Lucy	22.50
George Hannafin	27.00
Gerald Griffin	6.75

Respectfully submitted,
JAMES F. FITZGERALD-Chairman

Unfinished Business from Previous Meetings

Calendar:

On motion by Mr. Olesen it was voted to adopt the the text books recommended by the Superintendent at the meeting of Nov. 16, 1965.

On motion by Mr. Olesen it was voted to lay on the table the Superintendent's report on the provisions of the Manpower Development and Training Act, the Vocational Education Act of 1963 and report on "Beefing Up" the curriculum in the Boys' and Girls' Vocational School.

On motion by Mrs. Ackermann it was voted to approve the Superintendent's report on expanding the Library Program into all elementary schools, set forth in its entirety in the minutes of the meeting of November 16, 1965, with the provision that as a result of petitions presented by the Russell and Peabody PTA's, that each school library will be open every school day.

On motion by Mr. Olesen it was voted to place on file the Superintendent's report, presented at the meeting of November 16, 1965 "that Cashiers in the cafeterias work only on days when schools are in session and normally for a two and one-half hour period for which they receive compensation of $8.80 per day worked and under the circumstances the Superintendent does not recommend that a policy of sick-leave be established in this category."

On motion by Mr. Duehay it was voted to adopt the Superintendent's recommendation that he be authorized to recommend two boards of examiners, one for the position of Headmaster's Assistant-Social Studies, High & Latin School, and the second for the position of Headmaster's Assistant-English Dept., Rindge Tech. School and the recommendation that initial authorization be granted to recommend a Board of Examiners for the position of Headmaster's Assistant Mathematics Dept., High & Latin School, as amended at this meeting by adding —

1) that Teachers who will have acquired seven years of experience by June 1966 shall be eligible to take these examinations.

2) that these vacancies shall be filled and the appointment date shall be effective September 1, 1966.

3) that the Superintendent of Schools shall allow ample time between the announcement of the examinations and the actual dates of the examinations to recruit qualified applicants both within and outside the Cambridge School Department.

Mr. McMahon is recorded as voting "Nay" on the amendment No. 3 "relative to recruiting qualified applicants outside the Cambridge School Department". The rules having been suspended, a motion to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Olesen it was voted that the matter of filling the vacancy now existing of Headmaster's Assistant, Home Economics Dept. High & Latin School, be referred to the Superintendent for consideration and report at the next meeting.

On motion by Mr. Olesen it was voted to place on file the Superintendent's report relative to examination for the position of Director of Language Arts, spread in its entirety in the minutes of the meeting of November 16, 1965.

Mr. Solomons moved that the Superintendent's recommendation that Edward G. Crawley, teacher at Rindge Technical School be appointed to the Staff Council on Personnel Development, presented at the meeting of Nov. 16, 1965, be referred to executive session. A motion by Mr. Olesen that this recommendation be referred to the 1966 budget failed of adoption on the following roll-call: Mrs. Ackermann and Mr. Olesen voting "Yea"; Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay"; Mr. Fitzgerald "Absent". It was then voted to adopt Mr. Solomons motion that the matter be referred to executive session.

Awaiting Report:

Conforming to an order that he report on the cost of providing more art teachers for the elementary grades as suggested in the Art Director's report and also on the advisability of incorporating an art room in each of the projected new schools, the Superintendent presented the following report and on motion by Mrs. Ackermann it was voted to place the report on the 'calendar':

ORDERED: The Superintendent by December 1965 report on the cost of providing more art teachers for the elementary grades as suggested in the Art Director's report and also on the advisability of incorporating an art room in each of the projected new schools.

December 2, 1965

An analysis of the annual report of the Director of Art of the teaching schedules of the teachers of art reveals that:

(a) At High and Latin School three teachers are assigned full time.

(b) At Rindge Technical School five teachers are assigned full time. One of the full time teachers is presently on a substitute basis.

(c) At Girls' Vocational School Miss Corbin from the staff of High and Latin School teaches one class per week in Arts and Crafts.

(d) At Boys' Vocational School one of the art teachers from the Rindge faculty devotes one class per day.

(e) In the elementary schools one teacher provides specialized instruction for grades seven and eight in all schools. Assistanec is provided by practice teachers.

(f) In grades one through six where instruction in art is the responsibility of the regular classroom teachers, two full-time teachers provide assistanec and direction through visits once each month.

The Superintendent recommends that one additional full-time teacher be authorized for the Art Department to permit necessary specialized instruction at seventh and eighth grade levels where student teachers are presently teaching.

Art rooms were specified for each of the three new schools and approved by the School Committee on January 19, 1965.

JOHN M. TOBIN
Superintendent of Schools

Conforming to an order that he report on the advisability of establishing junior varsity teams in hockey at both high schools, the Director of Physical Education and Athletic Activities presented the following report and on motion by Mr. Olesen it was voted that the report be placed on the 'calendar':

November 15, 1965

Cambridge School Committee,
1700 Cambridge Street
Cambridge, Massachusetts

Dear Sirs and Madam:

In reference to your order pertaining to the advisability of establishing Junior Varsity teams in Hockey at both high schools, I wish to make the following report.

Over the past five years at Cambridge High and Latin School, we have had an average of 23 boys participating in Varsity hockey at mid season and end up with an average of 22 boys playing hockey. At Rindge Technical School we have had an average of 17 boys participating in Varsity hockey at mid season and end up with an average of 15 boys playing hockey.

During these years Rindge Technical School has had difficulty in having adequate participants out for the Varsity hockey squad.

I cannot see the need of a Junior Varsity team while this lack of numbers prevails. If in the future the number of participants warrant expansion with Junior Varsity teams, our present coaches should be able to coach the Junior Varsity teams, because the Varsity and Freshman practice sessions are of one hour duration, for four days a week.

I would not recommend Junior Varsity Hockey teams at both high schools until both schools are ready for this program, and we can be assured that there will be sufficient participation to justify such a program.

Sincerely,
JOSEPH A. KOZLOWSKY,
Director

Conforming to an order that he report on a proposed motion "that the School Department pay custodial fees for the use of the school buildings three additional nights a month as a meeting place for scouting activities in all school buildings when troops are sponsored by the PTA's in the particular school", the Superintendent presented the following report:

> At the present time there are Boy Scout Troops sponsored by PTA's at the Agassiz, Longfellow, Peabody and Russell Schools. The Superintendent recommends that at these schools one two-hour period be authorized each week and that the cost of heat and light be assumed by the School Department. One custodian on duty should be reimbursed by the School Department for that two hour period at the rate established for school sponsored meetings. It shall be the responsibility of the sponsoring PTA to provide the necessary supervision for each meeting.

Mr. Solomons moved adoption of the foregoing report. On motion by Mrs. Ackermann it was voted to amend the motion by adding after the words 'boy scouts' the word 'girl scouts'. On the following roll-call it was then voted to adopt the motion as amended: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald "Absent".

Conforming to an order that he report as to the feasibility of transporting 7th and 8th grade students from the Haggerty School to the Russell School at School Department expense, the Superintendent presented the following report and on motion by Mr. Olesen it was voted that this report be placed on the 'calendar' and copies be given to the press:

> As of this date no request has been received at any of the schools for transportation of 7th or 8th grade pupils from the Haggerty School district who now attend the Russell School. Of those pupils now attending Russell School the longest distance any one travels is nine-tenths of a mile. In prior years 7th and 8th grade students regularly walked to the Russell from the Haggerty for classes in Industrial Arts and for dental treatment. The Superintendent is of the opinion that provision of transportation by the School Department is not necessary for pupils of this age level.

Conforming to an order that he consider the advisability of having Guidance Counselors attend Fall and Spring Parent Teacher Pupil meetings in the schools to which they are assigned for the purpose of acquainting parents with the services they are offering students, the Superintendent presented the following report: on motion by Mrs. Ackermann it was voted to accept the report:

> The Superintendent feels that the Parent-Teacher-Pupil meetings are not the proper places for the Guidance Counselors to consult with parents. We plan to send out a printed notice to all parents advising them what functions the Guidance Counselors perform, where they can be located and suggesting that if the parents would like to have the Guidance Counselors visit them at the home we will arrange to have them do so and also that the Guidance Counselors are at the schools until 4 p.m. every day.

Conforming to an order that he consider the advisability of providing transportation for kindergarten children attending the Russell School from the Haggerty School when classes are released, the Superintendent presented the following letter from the Master of the Russell School and recommended that no action be taken:

December 10, 1965

Mr. John M. Tobin
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. Tobin:

From the Sparks Street area the following Kindergarten children come to school on the school bus:

I.	Nonna Giunta	17 Longfellow Road
	Jennifer Higgins	12 Channing Street

These girls are taken home each day by their parents.

II.	April Teruel	4 Shaler Lane
	Christopher Corbett	7 Shaler Lane
	Edward Higham	16 Shaler Lane
	Richard Rhodes	18A Shaler Lane
	Linda Holland	33 Shaler Lane
	Abigail Shimshoni	8 Hubbard Park

These youngsters go home each day in a car pool.

III.	Aaron Reps	26D Bradbury Street

This child goes home each day in a taxi. Incidentally, this youngster entered the Russell School, November 15, 1965.

Sincerely,
Edward J. Murphy, Master

On motion by Mr. Duehay it was voted on the following roll-call to adjourn: Mr. Duehay, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mrs. Ackermann, and Mr. Olesen voting "Nay"; Mr. Fitzgerald "Absent.

ADJOURNED.

EDWARD J. O'CONNELL
Secretary of the School Committee

SCHOOL COMMITTEE
(Official Report)

Tuesday, Dec. 21, 1965

Regular Meeting

Members present: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane.

Mayor Crane in the chair.

Having filed the proper notice required by the rules, it was voted to adopt a motion by Mr. Fitzgerald to reconsider the vote adopting the motion "That the Boy Scout and Girl Scout Troops sponsored by P.T.A.'s at the Agassiz, Longfellow, Peabody and Russell Schools be authorized to use their respective schools for one two-hour period each week, and the cost of heat and light be assumed by the School Department; and, further, that one custodian be assigned to these two-hour periods and reimbursed by The School Department at the rate established for school sponsored meetings." On the recurring question it was voted to adopt an amendment by Mr. Fitzgerald "that parochial and private schools who use the public school facilities may do so without cost". It was then voted to adopt the motion as amended "That the Boy Scouts and Girls Scout Troops sponsored by P.T.A.'s at the Agassiz, Longfellow, Peabody and Russell Schools be authorized to use their respective schools for one two-hour periods each week, and the cost of heat and light be assumed by the School Department; and, further, that one custodian be assigned to these two-hour periods and reimbursed by the School Department at the rate established for school sponsored meetings; and be it further ordered that parochial and private schools who use the public school facilities may do so without cost.

On motion by Mr. Solomons it was voted to approve the minutes of the meeting of December 7, 1965 as presented.

There being no objection the chairman ordered made part of the minutes the following communication transmitted by the City Manager from John J. Condon, Acting Supervisor of Parks and Forestry Division of the Public Works Department:

To; John J. Curry, City Manager, Dec. 9,1965

With regard to High & Latin School and Rindge Technical School: Two years ago the Park Division of the Public Works Department planted 45 Poplar trees on the Ellery Street side of High & Latin School. Also the division pruned the trees and shrubs at Rindge. Last spring part of the High & Latin School grounds were re-seeded. The inside section of Rindge was cut and cleaned up. Next spring we plan on doing more work at both schools.

Very truly yours,
John J. Condon, Acting Supervisor
Parks & Forestry Division

On motion by Mr. Fitzgerald it was voted that the following communication from the City Manager concerning the acoustical improvement project at High & Latin School Auditorium be referred to the Committee on Buildings & Grounds:

December 20, 1965

Mr. Edward J. O'Connell
Secretary of the School Committee
1700 Cambridge Street
Cambridge, Massachusetts

Dear Mr. O'Connell:

I have the copy of the order of the School Committee dated December 7, 1965 re: transmission to me of all correspondence concerning the acoustical improvement project at the High & Latin School Auditorium, now under study by the sub-committee on Buildings & Grounds.

It was referred to the City Manager with the request that at his earliest convenience he discuss the matter with the Committee on Buildings & Grounds.

I am only too glad to meet with the Committee on Buildings & Grounds at a mutually covenient time. Would you be kind enough to set up this meeting?

Since there is mention made in the correspondence of a public address system, I shall want to talk with the City Electrician, William H. Crocker, and if agreeable to the Committee, I should like to have Mr. Crocker attend the meeting with me.

Yours very truly,
John J. Curry
City Manager

On motion by Mr. Duehay it was voted to accept with pleasure an invitation extended by the Executive Committee of the Peabody PTA to attend a meeting on Thursday evening, January 20, 1966 at 8 p.m., the topic being "The Cambridge Public Schools".

On motion by Mr. Fitzgerald it was voted on the following roll-call that Edward V. Partridge, 318 Harvard Street, Cambridge, being the first name on the certified civil service list, be appointed junior building custodian at a salary of $95.03 per week, effective until December 31, 1965: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Olesen "Absent". The rules having been suspended a motion by Mr. Duehay to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

On motion by Mr. Fitzgerald it was voted on the following roll-call to refer to the budget a communication from the Cambridge Mental Health Association asking the School Committee for the same financial support in 1966 as was given in 1965: Mr. Duehay, Mr. Fitzgerald, Mr. McMahon and Mayor Crane voting "Yea"; Mrs. Ackermann and Mr. Solomons voting "Nay"; Mr. Olesen "Absent".

A communication was received from the Cambridge Teachers Association requesting a hearing at this meeting relative to a salary increase. On motion by Mr. Solomons it was voted to suspend the rules for the purpose of conducting the hearing at this time. Miss Esther McDonald, president of the Teachers' Association presented Mr. Peter Nelligan, chairman of the Salary Committee of the Cambridge Teachers' Association. Mr. Nelligan presented the following proposed salary schedule and on motion by Mr. Duehay it was voted that the proposal by the Cambridge Teachers' Association be spread on the minutes and referred to the 1966 budget:

PRESENT AND PROPOSED SALARY SCHEDULES*

Starting Salary	Present	Proposed
	$5300	$5800
Step 1	$5500	$6100
Step 2	$5700	$6300
Step 3	$6000	$6600
Step 4	$6300	$6900
Step 5	$6600	$7300
Step 6	$6900	$7600
Step 7	$7200	$7900
Step 8	$7500	$8300
Step 9	$7800	$8600
Step 10	$8100	$8900
Step 11	$8400	$9200

*All figures are based on the present and proposed schedule for a teacher with a Bachelor's Degree.

MASSACHUSETTS TEACHERS' ASSOCIATION SALARY RECOMMENDATION

	Bachelor's Degree	Doctor's Degree	30 Hours Beyond	Master's Degree
	$6000	$6600	$6900	$7500
Step 1	$6400	$7000	$7300	$7900
Step 2	$6800	$7400	$7700	$8300
Step 3	$7200	$7800	$8100	$8700
Step 4	$7600	$8200	$8500	$9100
Step 5	$8000	$8600	$8900	$9500
Step 6	$8400	$9000	$9300	$9700
Step 7	$8800	$9400	$9700	$10,300
Step 8	$9200	$9800	$10,000	$10,700
Step 9	$9600	$10,200	$10,500	$11,100
Step 10	$10,000	$10,600	$10,900	$11,500
Step 11	$10,400	$11,000	$11,300	$11,900
Step 12	—	$11,400	$11,700	$12,300
Step 13	—	$11,800	$12,000	$12,700
Step 14	—	—	$12,500	$13,100
Step 15	—	—	—	$13,500

SUPERINTENDENT OF SCHOOLS
(Reports and Recommendations)

The Superintendent concurred in a recommendation by the Business Manager that in addition to sums previously appropriated, the following amounts be appropriated to the accounts listed below:

TO:	Schedule B-1 Printing & Binding	$ 300.00
	Schedule B-3 Advertising & Posting	100.00
	Schedule B-8 Light & Power	3,000.00
	Schedule B-10 Rent	200.00
	Schedule B-31 Extermination of Insects	120.00
	Schedule B-39 Service Not Otherwise Coded	500.00
	Schedule D-1 Office Supplies	300.00
	Schedule D-3 Fuel	6,000.00
	Schedule D-5 Medical	300.00
	Schedule D-9 Educational & Recreational	3,000.00
	Schedule D-19 Library Books	3,000.00
	Schedule F-4 Transportation of Pupils	11,500.00
	Schedule F-12 Prof. Library-Staff Council	20.00
	Schedule F-13 Labor-Materials, Buildings	5,000.00
	Schedule E-7 Furniture & Furnishings, Classroom Furn.	2,000.00
		$35,340.00

— said sum of $35,340.00 to be provided by transfer from Schedule A-1 Permanent Employees. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Superintendent's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Superintendent advised the committee that he was in receipt of a communication from Robert R. Sweeney, Headmaster of the Rindge Technical School informing that through the courtesy of Mr. Vincent Herterick of United Carr, Inc., the Rindge Metallurgy Laboratory has been newly equipped with the latest in laboratory apparatus at no cost to the School Department. On motion by Mr. McMahon it was voted to adopt the Superintendent's recommendation that this valuable gift be accepted and the committee express to Mr. Herterick their sincere appreciation for this fine civic gesture.

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's recommendation that pupils in Grade 5 through 8 in the Cambridge public schools be granted permission to participate, on a voluntary basis, in an Essay Contest being sponsored by the Hannah Winthrop Chapter, Daughters of the American Revolution.

The chairman ordered placed on the 'calendar' as required by the rules the Superintendent's recommendation that the following text books be approved for use in the Cambridge public schools:

PUBLISHED BY LAIDLAW BROTHERS:

The Laidlaw Science Series, 1966 Second Edition by Smity-Blecha-Sternig
The Laidlaw Health Series, 1966 Second Edition by Byrd-Neilson-Moore

PUBLISHED BY D. C. HEATH COMPANY

Heath Science Series, by Schneider & Schneider — Book one through eight
Heath Social Studies Series, by Preston, et al
Reading Caravan Series, by Witty et al
Modern English In Action Series, Gr. 9-12
Heath Handbooks of English

The Superintendent presented each member with a copy of the report compiled by the Evaluation Committee at Rindge Technical School.

REPORTS OF COMMITTEES

On motion by Mrs. Ackermann it was voted on the following roll-call to accept the report of the Committee on Buildings & Grounds, as set forth below, and adopt the recommendations contained therein: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea":

Committee on Buildings & Grounds

Meeting of Monday, Dec. 20, 1965

Present: Mr. Fitzgerald, Chairman
Mr. Solomons
Asst. Supt. of Schools David Hockman
Headmaster Raymond G. D'Arcy, High & Latin School

It was voted to recommend that the boys' lavatory in the basement of the High & Latin School be completely rehabilitated at the earliest possible date and a sum of $2,500.00 be appropriated in the budget for the year 1966 for this project.

It was voted to recommend that Michael Flannery, being the junior building custodian with the greater seniority to have expressed his willingness to accept the position, be transferred without change in rating or salary, from the Hgh & Latin School to the Thorndike School, in accordance with the rules of the School Committee.

It was voted that Asst. Supt. of Schools David Hockman be instructed to present to the Committee on Buildings & Grounds plans and approximate costs to complete the following projects, said report to be received in time to include the necessary funds in the 1966 budget:

1) Installation of burgular alarm systems in High & Latin School and Rindge Technical School.

2) Installation of aluminum doors in that section of the High and Latin School building leading to the Headmaster's office on Trowbridge Street, similar to the door installed in the old Latin Building.

3) Renovating the old auditorium of the Latin Building by constructing three rooms in the front section of the auditorium which can serve as either classrooms or study halls. In the rear of the auditorium construct seven offices, a record room and a reception room for all of the guidance functions in the High & Latin School.

It was voted to refer to the 1966 budget a recomemndation of Assistant Superintendent of Schools Hockman that a sum of $3,000.00 be included in the 1966 budget for the purchase of locks for the students' lockers at the High & Latin School.

Respectfully submitted,
JAMES F. FITZGERALD,
Chairman

UNFINISHED BUSINESS FROM PREVIOUS MEETINGS

Calendar:

On motion by Mrs. Ackermann it was voted to adopt the Superintendent's report on the cost of providing more art teachers for the elementary grades as suggested in the Art Director's report and also on the advisability of incoporating an art room in each of the projected new schools, as presented and set forth in detail in the minutes of the meeting of Dec. 7, 1965.

On motion by Mr. Fitzgerald it was voted to place on the table the report from the Director of Physical Education and Athletic Activities on the advisability of establishing junior varsity teams in hockey at both high schools, said report having been presented and spread on the minutes of the meeting of Dec. 7, 1965, and Mr. McMahon's motion to adopt report.

On motion by Mr. Solomons it was voted to suspend the regular order of business for the purpose of discussing a matter now on "Awaiting Report" that the Superintendent and Director of Athletics study and report on the sport of track with a view to bringing it up to equal standards and on an equal basis with the sports of football, baseball and hockey. On query the Director of Physical Education stated that he has not completed his study on this matter and is not yet ready to report.

It was voted to resume the regular order of business.

On motion by Mr. Olesen it was voted, on the following roll-call to take from the table Mr. McMahon's motion "to adopt the report of the Director of Physical Education that he would not recommend junior varsity hockey teams at both high schools until both schools are ready for this program, and we can be assured that there will be sufficient participation to justify such a program." Mrs. Ackermann, Mr. Duehay, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald, and Mr. McMahon voting "Nay". Mrs. Ackermann offered a substitute motion that the matter be referred back to the Director of Physical Education with power to act if he can find available ice and appropriate leadership to carry out such a program. On the following roll-call it was voted to adopt Mrs. Ackermann's substitute motion: Mrs. Ackermann, Mr. Duehay, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald, and Mr. McMahon voting "Nay". The rules having been suspended, a motion by Mr. Olesen to reconsider the foregoing vote, hoping same would not prevail, failed of adoption.

Question came on a report presented by the Superintendent and spread in its entirety in the minutes of the meeting of December 7, 1965 on the matter of transporting 7th and 8th grade students from the Haggerty to the Russell School at School Department expense. On motion by Mr. Olesen it was voted that this report be placed on file for the purpose of allowing time for the residents of the district to present a petition to the School Committee as early as possible in January 1966.

Tabled Matters:

On motion by Mr. Duehay it was voted to take from the table the report from the Superintendent, as spread on the minutes of the meeting of Oct. 20, 1965, on the provisions of the Manpower Development and Training Act, the Vocational Education Act of 1963 and report on "beefing up" the curriculum in the Boys' and Girls' Vocational Schools. It was voted to adopt this report.

On motion by Mrs. Ackermann it was voted to take from the table the matter of procedures for admission to the Academically Talented Program, as presented at the meeting of December 7, 1965 and spread upon the minutes of said meeting. On motion by Mrs. Ackermann it was voted that this matter be referred to executive session.

On motion by Mr. Fitzgerald it was voted to take from the table bids received for supplying milk and ice milk bars.

The Business Manager recommended that the contract for furnishing milk to the Cambridge School Department be awarded to Sunnyhurst Dairy, Inc., 214 Main Street, Stoneham, they being the lowest responsible bidder, at a price of .0544 for half pints, .20 for quarts and .39 for half gallons. On motion by Mr. McMahon it was voted on the following roll-call to adopt the Business Manager's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

The Business Manager recommended that the contract for furnishing iced milk bars for the school cafeterias be awarded to the lowest responsible bidder, H. P. Hood & Sons, Inc., 500 Rutherford Avenue, Boston, at a price of 41¢ per dozen. On motion by Mr. Fitzgerald it was voted on the following roll-call to adopt the Business Manager's recommendation: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

Awaiting Report:

On motion by Mr. Fitzgerald it was voted to refer to the budget the matter of a report from the Business Manager and Superintendent on the cost of transferring school records to Microfilm.

Conforming to an order that he further study and report on the question as to the recruitment policy to be used and the salary rate to be paid substitute teachers as recommended in the report on expanding the orchestra program into all elementary schools, the Superintendent presented the following report and on motion by Mr. Solomons it was voted that the report be referred to the budget and that the director of music be requested to be present at the time it is to be discussed.

Office of the
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138

December 15, 1965

ORDERED:

That the report on expanding the orchestra program into all elementary schools be referred to the Superintendent for further study and report as to the recruitment policy to be used and the salary rate to be paid substitute music teachers.

The supplementary report requested by the Superintendent from the Director of Music is attached.

An analysis indicates that orchestras would evolve over a period of years; students who now pay for individual lessons would receive free group lessons; approximately 75 instruments would be added to the first year and thirty each year thereafter.

The increase in the budget of the Music Department for the first year would total $41,300 of which $13,200 would be allocated for 2 new regularly appointed instrumental teachers and $10,800 for two regular substitute instrumental teachers.

In succeeding years the estimated additional cost would be $24,000 for salaries; $3,000 for instruments; and approximately $7,000 for repairs, new music and miscellaneous costs for a total of $34,000.

On the basis of the expressed limitation of 400 pupils this would be an average per pupil expenditure of over $100 per pupil the first year and $85 per pupil for the elementary orchestra program.

No provision is included for expansion of the music program in any other aspect. The cost of new band uniforms is not included.

Mr. Anderson's recommendations for criteria for selecting teachers of instrumental music are consistent with the School Committee rules and with the requirements of his department.

Payment of $30 per day for substitutes in excess of that of substitute teachers in other categories is justifiable on the basis of the additional experience and the extra time required.

The Superintendent recognizes the need for additional budgetary provisions for the expansion of the music program. But he cannot recommend the adoption of the budget which the Director of Music has submitted.

In his opinion this would allocate a disproportionate share of available funds to an orchestra program that would benefit directly only a maximum of 400 pupils.

John M. Tobin
Superintendent of Schools

December 7, 1965

Mr. John M. Tobin, Superintendent
Cambridge Public Schools
1700 Cambridge Street
Cambridge, Mass.

Dear Mr. Tobin:

The following paragraphs explore the possibilities of meeting the needs of the Instrumental Music Department on a limited basis. The objectives asked for by the School Committee order of May 18, 1965 could not be met by this program.

This program would be handled by employing two full-time instrumental teachers and the use of substitute teachers.

The permanent people would be engaged to teach the brass and woodwing instruments and all the other families of instruments if they had the necessary skills. Substitute teachers would be engaged to take care of areas where these men were deficient. This would occur, most likely, in the area of the string instruments.

This program would be the same as we now follow in the school system except we would teach all students in classes. Orchestras would be established as soon as we had fifteen students who could play in a particular building. However, it would take a period of several years to develop orchestras in the schools where they do not now exist.

The following items list the costs of this type of program.

COST OF PROGRAM:

1. Two teachers of Instrumental Music (ea. $6600.00)[1] $13,200.00
   A. Salaries to be based on the salary schedules in the Cambridge Public Schools
2. Substiute teachers if needed — per day $30.00
3. Purchase of 75 to 80 instruments for the school system.
   A. Brass Instruments — Trumpets, Trombones, French Horns — $2500.00
   B. Woodwind Instruments — Oboes, Flutes, Clarinets — $2500.00

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[1] Mean estimate for purposes of this report $6600.00.

C. String Instruments — Violins, Violas, Cellos, Bases — $300.00	
D. Percussion Instruments — Drums, Tympani — $2000.00	$10,000.00
4. Repairs to music instruments for all schools	1,000.00
5. Music books, folios and individual orchestrations for all buildings	1,500.00
6. Stands for all buildings	300.00
Total	$26,000.00[1]

This budget would not include the present budget given to the Music Department of $3500.00. It would cost a total of $8000.00 a year to sustain the Music Department, with this program added to the present deparment.

AIMS:

1. The program would have to evolve over a period of years before orchestras could be established in each elementary school building.
2. This program would basically follow the present organization of the instrumental program, except all students would receive their lessons in classes and not individually.
3. The number of students in the program would be limited to between 350 and 400.
4. Lessons would be charged for and given privately on instruments that could not be handled or taught by the regularly appointed instrumental teachers. Strings and percussion instruments would probably fall into this classification.
5. Lessons should be charged for, where parents desire a private lesson, by special teachers hired for this purpose.
6. Substitute teachers could be employed to make up for the deficiencies of teaching ability on the various families of instruments by the regularly appointed instrumental staff.

We now have seven instructors in our program at the elementary level. I have listed the amount of money they make from lessons each week. Listed are the maximum amounts received. This amount can vary from week to week due to absence for illness and other factors. Under extreme conditions this might amount to twenty percent. However, it is generally for less than that. We hire teachers for the time they can give us and give the best ones the most work when possible.

Mrs. Ward	$ 60.00
Mr. Jarrett	100.00
Mr. Orlito	22.50
Mr. Tully	50.25
Mr. Fink	60.00
Miss Bedford	5.00
Mr. Ritter	50.00
	$347.75

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[1] This is a minimum program without the employment of substitute teachers to aid in helping the regularly appointed teachers with the program.

Forty students do not receive lessons at Rindge, and about 60 students at C. H. I. S. because of lack of teachers and scheduling problems. This group would add $125.00 per week to this payroll, making it around $472.75 per week when completely organized.

Salaries for substitute music teachers:

The minimum salary the substitute teachers should receive would be $30.00 per day.

Criteria for selecting teachers of instrumental music:

1. They should have a Bachelor's Degree in Music Education with a major in Instrumental Music or in Brass, Woodwind, Percussion or String.
2. A substitute teacher without a degree should have had five years of successful professional playing and a minimum of three years teaching experience.

Hours of employment:

These teachers, both regular and substitute, would teach a regular schedule, plus one period after school each day until 3:45 p.m. They would lead the students in concerts at night for the P.T.A. and various school functions during the school year. They would also take groups of students to music festivals put on by the Music Department of the school system and the Massachusetts Music Educators Association.

Program of expansion, using the type of program we now have:

We would continue to add students to the program through demonstrations such as we have had in the past. However, this expansion as far as orchestras are concerned, if the old program were continued, would be impossible, because Mr. McKee and Mr. Apicella have full programs and could not handle any more of them.

I do hope that his report has answered your questions contained in your letter of November 12, 1965.

If you wish more information for the future development of a program of this type, I shall be happy to outline it for you.

Sincerely yours,
James W. Anderson

On motion by Mr. Olesen it was voted to refer to the budget the motion requesting a report from the Director of Athletics and Superintendent of Recreation on a plan to completely remodel Russell Field with the School Dept. sharing part of the cost.

Conforming to an order that he study and recommend as to which of the projects listed in the Program Coordinator's report the basic grant of $370,432. should be spent on, the Superintendent presented the following report and on motion by Mr. Duehay it was voted that the report be adopted.

Office of the
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138

December 15, 1965

ORDERED:

That the superintendent's report on Tentative Proposals (Title I, P. L. 89-10) for School Committee Consideration be referred back to the Superintendent for recommendation as to which of the projects listed the basic grant of $370,432.00 should be spent on.

I. General Purpose

The purpose of this report is to suggest ways in which the interest, concern and active participation of culturally deprived children can best be served. It has been determined that disadvantaged children in the culturally deprived areas have markedly inadequate opportunities for escaping the consequences of social deterioration and of achieving productive and satisfying lives.

Therefore, it is proposed that an integrated community effort on the part of interested and capable educational and social agencies under the directives of the School Department acting under Title I, P. L. 89-10 Elementary and Secondary Education Act strive to bring about changes in existing educational arrangements which will assist disadvantaged youth to cope effectively with problems of health, behavior, school work, school leaving and social adjustment. Especially the aim is to develop a series of specific action programs which will modify the educational and social situation in which disadvantaged youth live, learn, and have their being.

Whatever efforts are made or programs established to extend or enrich the educational experiences of these children, these programs would be supplementary or complementary to those of the school rather than competitive with them.

It is proposed, on the basis of data researched from each of the Cambridge Public Schools, Cambridge non-public schools, Cambridge Economic Opportunity Report, Cambridge Welfare Department that the most pressing educational needs of the culturally deprived children are in the areas of an improved home environment, quiet areas in which to work and study, extended school-home liaison program, more medical-dental facilities and extended services of counseling and outside cultural enrichment activities.

In order to meet these needs the following programs or combinations of programs are presented.

What is basically sought is the kind of program which will bring the fullest educational growth into play.

II. Individual Programs during regular school year

A. After School Centers

The After School Centers would be designed to provide school age youth with opportunities for undisturbed study and other learning activities. It will introduce into the Centers qualified assistance in order to aid students with their work.

The After School Centers program is in response to the damaging situation of children having no suitable place for study or quiet relaxation in their homes and little incentive or example to further their education. Without a supportive environment, youngsters fail to complete their school work, much less take on extra activities, recreational reading, or vocational readiness material. This situation is harmful at all age levels; and it can so lessen the impact of education, that children may fail in school and all too often lose their desire for further education. At the same time many such youngsters have no suitable educational role model in their home, and no one to whom they can turn for assistance with their school work or from whom they can derive incentive to continue their education and upgrade their career possibilities.

The After School Centers would have a three-part goal:

1. To make available facilities and assistance for study and other educational pursuits for culturally deprived children.
2. To provide these youngsters with skilled assistance for their academic and related problems, thereby increasing their abilities, achievement and desire for education.
3. To provide a neighborhood level program of supplementary education making use of local teachers, residents and students as staffers, thereby building neighborhood concern for educational improvement.

Tentatively each center would be open five days a week from 2:30 p.m. to 4:30 p.m. and from 7:30 p.m. to 9:30 p.m. for a total of four hours per day. Further consideration would have to be given as to whether these centers would be open on Saturdays.

The teachers at these Centers would give remedial instruction to both public and non-public school pupils and remediation programs could be established to aid those children having subject matter difficulties.

The possibilities and extension of services throughout these Centers could be explored and expanded further to meet the needs of these children.

Estimated budget for one (1) center:

Personnel	**Sal. per hour**	**9 Months**
1 Project Director	$8.00 per hour (½ time)	$2,880.00
1 Study Center Coordinator	at $7.00 per hour	5,040.00
2 Reading Teachers	at $6.00 per hour	8,640.00
1 Mathematics Teacher	at $6.00 per hour	4,320.00
1 Librarian	at $6.00 per hour	4,320.00
1 Secretary-Bookkeeper	at $3.00 per hour	2,160.00
3 Teachers' Aides	at $1.75 per hour	3,780.00
		$31,140.00
	F.I.C.A.	231.66
	Total Salaries	$31,371.66

TRAVEL	
Project Director at 10¢ per mile for 25 miles per week. (40 weeks)	$100.00
CONSUMMABLE SUPPLIES	
Office Supplies — Director — $25 per month	225.00
Office Supplies — 1 Center — $25 per month	225.00
Teaching materials	400.00
CONSULTANT SERVICES	
Supervisor at $7.00 per hour (200 hours)	1,400.00
SPACE COSTS	
1 Center — 2000 sq. ft. at $2.00 per sq. ft.	4,000.00
TELEPHONE	
$10 per month for 9 mos. plus installation fee	97.00
TYPEWRITER	
$12.50 per month for 9 mos.	112.50
CUSTODIAN SERVICES	
$3.00 per hour for 900 hours	2,700.00
	$9,259.50
ESTIMATED COST OF PERSONNEL	$31,371.66
ESTIMATED COST OF SERVICES AND SUPPLIES	9,259.50
TOTAL COST 1 CENTER	$40,631.16

B. School-Home Liaison Program

The School-Home Liaison Program is based on the premise that the family is fundamental to the child's development. If a child is to make the most of the educational experiences provided by the school programs, a closer working relationship between the school and home must be established to remove those obstacles within the child's total environment that hinder or block his development. These obstacles may include:

1. Lack of parental understanding of the child's needs and how these needs may be met.
2. Major or minor physical handicaps of which the parent may be aware that will affect learning adversely.
3. Lack of knowledge of community resources and how to use them.
4. School-home problems that need additional help in being resolved.

The School-Home Liaison Program would act as a screening agent for pupils and their problems of personal or social adjustment. Also the liaison worker would make proper referrals for medical-dental-psychiatric needs and report on general home conditions that possibly could be improved. Liaison workers would be assigned to the centers within the target areas and would work closely with school personnel. The staff would generally act to help parents and pupils to increase their self understanding; that is, to be more aware of their own attitudes and the part they play in success or failure in the present school programs. The staff would serve as a bridge between the school and the family interpreting the common interest of the school and the family in the child and helping the teachers to understand better the child's home environment and how this may be affecting classroom learning and behavior.

The School-Home Liaison program would operate its services from the same centers as were established for the After School Program.

Since the majority of these children are on A.F.D.C. or have incomes less than the low-income factor of $2000 per year, facilities are already established in the City of Cambridge to give service to their health needs; the Cambridge City Hospital, Cambrdge Mental Health Clinic, Cambridge Welfare Department, Well-Baby Clinics.

One of the major problems is to encourage these people to use these services and hence to better their health with a resulting improvement in school endeavors.

AFTER SCHOOL CENTERS:

Estimated Budget for 1 center:

Personnel		**9 Months**
Supervisor ½ time	3 hours per day at $7 per hour	$3,780.00
Social Worker	8 hours per day at $25 per day	4,500.00
Secretary-Bookkeeper	2 hours per day at $3 per hour	1,080.00
	Sub Total	$9,360.00
	F.I.C.A.	217.62
	Total Salaries	$9,577.62

TRAVEL:	
2 professionals at 10¢ per mile	
Supervisor — 150 miles per week	$ 600.00
Social Worker — 30 miles per week	120.00
TYPEWRITER:	
$12.50 per month, 9 months	112.50
TELEPHONE:	
Covered under After School Center	
OFFICE SPACE:	
300 sq. ft. at $2 per sq. ft.	600.00
OFFICE SUPPLIES:	
$15.00 per month	135.00
Total — Supplies & Ser.	$ 1,567.50
1 Center Total:	$11,145.12

C. Teacher Aide Program

The Teacher Aide Program would be a program to place undergraduate college students in areas of critical need to provide maximum individual attention to the classroom students. Too often teachers find themselves handicapped by insufficient time, large classes and extra curricula responsibility. A child may need individualized remedial help; a class might best be divided up for small group instruction or an after school activity might be programmed. All of these are areas in which adult leadership is needed but all are also areas into which the teacher does not always have time to venture. This is the need for the Teacher Aide, to serve as the third arm or second head for the schools' full-time instructors.

The Teacher Aides will assist teachers in elementary and high schools. A class struggling with "new math" might benefit from a mathematics major who also has ability for teaching. The Aides could be used for assistance in reading and correcting papers, in social study projects, etc. Small groups within the classroom would also be led by the Teacher Aides.

Outside of the formal classroom setting, Teacher Aides will serve as playground supervisors during recess and gym periods. They will assist on student activities. They will serve in conjunction with the After School Centers, both in referring youngsters and counselling them. They will work in school and endeavor to show the youngsters how to use library facilities. In short, the Teacher Aides would be assigned to specific schools and to specific teachers for duties that will initially be broadly defined but would be made more precise as the year goes on. The Aide would generally be assigned to an individual teacher who would serve as supervisor for the Aide.

Teacher Aides would be drawn from local colleges and universities and would tend to draw those students interested in education as a career.

The Teacher Aide Program represents unusual use of college students in a sub-professional capacity and suggests an economical way of improving the quality of education available to youngsters in disadvantaged areas.

TEACHER AIDE:		**9 Months**
Supervisor, full time		**$ 6,103.00**
Secretary, 9 months		3,600.00
60 Teacher Aides — at $300 per year		$18,000.00
		$27,703.00
	F.I.C.A.	1,084.17
		$28,787.17
TRAVEL:		
Supervisor — 30 miles per week at 10¢ per mile		$ 120.00
60 Teacher Aides — 2 trips per week for 40 weeks at 40¢ round trip		1,920.00
CONSUMABLE SUPPLIES:		
$60.00 per month, 9 months		540.00
		$ 2,580.00
	TOTAL:	$31,367.17

D. Cultural Enrichment Program

The Cultural Enrichment program would operate in the areas of greatest concentration of culturally deprived children. The techniques and procedures used in this program would promote an extension of instruction in music, art, science and health utilizing many of the resources available in our immediate area.

Subject areas for enrichment classes could be established. Art teachers could be hired to implement an appropriate program of art instruction or appreciation on Saturdays. Centers for music appreciation can be established and a general enrichment program undertaken. Visits to museums, art centers, historic sites can be encompassed in the overall program. The areas for enrichment are many and varied.

Interest in enrichment programs have already been shown by the Museum of Science, the Cambridge Civic Symphony Orchestra; and many other public and private organizations are available.

There is at the present time in the process of publication by the Cultural Committee of the Cambridge School Department a booklet that will be a guide to the cultural resources available in the Metropolitan area and the services they offer. A partial listing of these institutions and organizations is appended.

Subject areas for enrichment classes and programs can be established following an assessment of pupil interests. The areas of enrichment are many and varied.

It is anticipated that as a result of the enrichment program the following results would be realized:

1. School experiences would be related more meaningfully to pupils needs and interests.
2. Pupils will experience a greater sense of value and accomplishment which should lead to a greater increase in school enjoyment and participation.
3. Pupils would develop a better attitude toward school.
4. New sources of "motivation" would be supplied which would open up new avenues of interest for these children.
5. The program would provide a diversity of learning experiences probably never before enjoyed by these children.

The details of the programs components and organizational procedures will be determined after careful assessment of the most significant interests of those pupils participating in the enrichment program are determined.

Throughout these programs it is understood that any activities or services taking place after school hours, whether within or outside the school area will be made available to non-public school children. A determined effort will be made to facilitate joint planning of all these cooperative activities.

PARTIAL LIST OF INSTITUTIONS AND ORGANIZATIONS OFFERING CULTURAL ENRICHMENT SERVICES

Boston Opera & Opera Guild
Boston Conservatory of Music
Boston Museum of Fine Arts
Boston Symphony Orchestra
Cambridge Center for Adult Education
Cambridge Civic Symphony Orchestra
Children's Museum of Boston
Greater Boston Youth Symphony Orchestra
Massachusetts Institute of Technology
Peabody Museum, Cambridge
Museum of Science, Cambridge
Trailside Museum, Milton

John M. Tobin
Superintendent of Schools

Conforming to an order that he report on the matter of filling the vacancy now existing of Headmaster's Asst.-Home Economics Dept., High & Latin School, the Superintendent presented the following report and on motion by Mr. McMahon it was voted to adopt the report and recommendations as presented:

Office of the
Superintendent of Schools
1700 Cambridge Street
Cambridge, Massachusetts 02138

December 17, 1965

ORDERED:

That the matter of filling the vacancy now existing of Headmaster's Assistant, Home Economics Dept., High & Latin School, be referred to the Superintendent for consideration and report at the next meeting.

There are presently five regular teachers in the Home Economics Department at High and Latin School and over five hundred pupils who presently have classes in this area.

Administrative problems in this department are presently an added responsibility of one of the Assistant Headmasters.

So that there can be established increased supervision and curriculum development in Home Economics which would be of value both at the secondary and at the elementary level, the Superintendent is of the opinion that an examination for the position of Headmaster's Assistant for Home Economics at Cambridge High and Latin School should be authorized.

Effective date of the appointment should be September 1, 1966.

Criteria for eligibility and for selection would be those established for appointments of personnel in the classification of Headmaster's Assistants.

John M. Tobin
Superintendent of Schools

NEW BUSINESS

On motion by Mrs Ackermann it was voted that the Superintendent consider establishing the position of supervisor of libraries in the public schools at an appropriate salary, to expedite procedures of hiring personnel, stocking the libraries, and establishing policy.

On motion jointly by Mr. McMahon and Mr. Fitzgerald it was voted that the Superintendent and Chief Custodian be authorized to excuse civil service employees from reporting for duty on Friday, Dec. 24 (day before Christmas) and Friday, Dec. 31 (day before New Years) wherever feasible.

Mr. Duehay offered the following motion:

In each school district in which funds from the Elementary and secondary Education Act are to be used, there be established an advisory committee of not more than nine persons appointed by and responsible to, through the master of the school, the Superintendent of Schools:

1. The purpose of the advisory committee is to insure that all provisions for the receipt of federal funds under the Elementary and Secondary Education Act of 1965 are met; that all segments of the community are aware of the new opportunities afforded by the Cambridge School Department; and that duplicative and inefficient planning by separate neighborhood groups be avoided so far as possible.
2. The advisory committee shall have representative parent and teacher participation and shall have representative membership from the public, parochial and private schools, from churches and from social agencies in the neighborhood.
3. Each advisory committee shall assist in coordinating and evaluating the programs operating under this act and shall, from time to time and at least once each year, through the Superintendent of Schools, make recommendations to the School Committee concerning the most effective operation of the new school programs.

Mr. Olesen placed objection to action on the foregoing motion at this meeting and the chair ordered the motion placed on the "calendar" as required by the rules.

On motion by Mr. Fitzgerald it was voted that the City Manager inform the School Committee of the reason why no nurse has been assigned to the Charles G. Harrington School since October 8, 1965; and, further, that the City Manager notify the School Committee prior to the next meeting in January 1966 of the date a nurse will be assigned and what steps he plans to take to avoid a similar situation in any of the other schools in the future.

On motion by Mr. Solomons it was voted that the Superintendent investigate the possibility of having the Health Commissioner's Deparment administer "flu shots" to any of the student body desiring them when school reconvenes in January.

On motion by Mr. Solomons it was voted that the City Manager and the Massachusetts Bay Transit Authority arrange to have service on the Kendall-Harvard bus line continue on every Tuesday and Thursday evenings until Evening School sessions are excused, for the purpose of providing transportation for people residing in the Kendall Square area to and from evening school classes which are held at Cambridge High and Latin and Rindge Technical Schools.

On motion by Mrs. Ackermann it was voted that all matters now pending before this school committee be referred to the School Committee elected for the term 1966-1967.

Mr. Olesen moved that the Master of the Fitzgerald School look into the possible expansion of the residential area in North Cambridge. Mr. McMahon placed objection against action at this meeting and the chair ordered the motion placed on the 'calendar' as required by the rules.

A motion by Mr. Olesen to adjourn, failed of adoption.

On motion by Mr. McMahon it was voted to convene in executive session.

Executive Session

A motion to adjourn by Mr. McMahon failed of adoption on the following roll-call: Mr. Olesen voting "Yea"; Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Solomons and Mayor Crane voting "Nay".

Bids were presented for furnishing library furniture for the Webster and Morse Schools and the Assistant Superintendent of Schools Mr. Hockman recommended that the contract be awarded to the lowest responsible bidder, Standard Wood Products Company at a total price of $1,917.00. On motion by Mr. McMahon it was voted on the following roll-call to adopt the recommendation for award of contract: Mrs. Ackermann, Mr. Duehay, Mr. Fitzgerald, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea".

On motion by Mr. McMahon it was voted on the following roll-call to adopt a recommendation from the Director of Physical Education and concurred in by the Superintendent that Richard P. Curcio be appointed elementary school basketball coach; that Thomas McCarron be appointed elementary school basketball referee; that Maryanne Bergeron be appointed locker room attendant at the War Memorial Pool: Mrs. Ackermann, Mr. Duehay, Mr. McMahon, Mr. Olesen, Mr. Solomons and Mayor Crane voting "Yea"; Mr. Fitzgerald "Absent".

On motion by Mr. Olesen it was voted to convene in regular session.

On motion by Mr. Solomons it was voted that the votes taken in executive session be ratified and affirmed.

On motion by Mr. McMahon it was voted to adjourn, sine die.

EDWARD J. O'CONNELL
Secretary of the School Committee